



# Cyril Sebastian

Aim to work in an environment where I can improve my skills and knowledge and thereby giving effective contribution to the institution where I work

## EDUCATION

### MSc Medical Documentation (Medical Records) School of medical education Kottayam

Completed

### Bsc Botany St.Thomas College Palai

## REFERENCES

### Mrs. Suma V Madhavan HOD Dept. Medical Documentation

School of Medical Education Kottayam Pin: 686008 Phone:9447414208

### Mrs.Sherin p babu MRO , Dept. Medical Records

Metromed International cardiac centre Kozhikode  
9605490792

### Mr. Jishnu pv MRO, Dept. Medical Records

Asten speciality orthopaedic hospital, Kozhikode  
9746676402

## INTERNSHIPS

### District Model Hospital Peroorkada Thiruvananthapuram

▫ 10 days

### General Hospital Thiruvananthapuram

▫ 10 days

### Hi-Tec Westfort Thrissur

▫ 20 days

### RIMS Erattupetta

▫ 10 days

### DM WIMS Wayanad

▫ 45 days

### RCC Thiruvananthapuram

▫ 10 days

## PROFESSIONAL SKILLS

Strong knowledge in medical terminology and coding

Trained in ICD-10,ICD-0&ICPM

Hospital statistics, quality focus and professionalism

MS office word, Excel, PowerPoint and outlook

Computer knowledge in windows 7,8,10&linux

Record keeping and maintenance

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Palakudiyil(H) Kalaketty P. O  
686508, Kanjirappally, India

## SKILLS

Hardworking

Team player

Adaptability

Problem solving

Active listener

Good motivator

Ability to work under pressure

Excellent communication skill

Self confidence

Decision making

Time management

## LANGUAGES

English  
Full Professional Proficiency

Malayalam  
Full Professional Proficiency

Tamil  
Limited Working Proficiency

## INTERESTS

Cooking

Teaching

Group chats

Gardening

Drawing

Movies

Gaming

## SEMINARS

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Medrecon 2018 in Chennai

*3 days*

Medrecon 2020 in Kochi

*2 days*

## EXPERIENCE

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Metromed International cardiac centre Kozhikode

Thondayad Bypass, near hilite mall

From November 15 onwards and still working

### **AUDIT FACED**

*Iso reassessment 2022(2 days)*

**NABH Assessment 2022 (August 19 to August 21)**

## DECLARATION

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*I hereby declare that all the information furnished above is true and complete to the best of my knowledge and belief.*

*Place: Kottayam*

*Truthfully*



*Cyril Sebastian*