

## CURRICULUM VITAE

**LEKSHMI T U**

**UDYANAM THENGUVILA**

**UMAYANALLOOR P O KOLLAM-691589**

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### **EXECUTIVE SUMMARY**

A fresher non-certified medical coder with good knowledge of anatomy ,ICD -10cm seeking to obtain an appropriate and permanent position in public or private sector that offers room for carrier progression.

### **ACADEMIC CHRONICLE**

QUALIFICATION	REG.NO	% MARKS/GRADE	YEAR OF PASSING	BOARD/UNIVERSITY
DIPLOMA IN MEDICAL CODING AND BILLING		NON CERTIFIED	2022	CARDEA HEALTH CARE SOLUTIONS AAPC APPROVED CENTRE
BSC CHEMISTRY	23915116011	81	2018	UNIVERSITY OF KERALA
DCA (KELTRON KOLLAM)	K1807D010026	A GRADE	2019	KERALA GOVT.
PLUS TWO BIO SCIENCE	2042431	91	2015	KERALA BOARD OF HIGHER SECONDARY EXAMINATION
SSLC	155144	95	2013	KERALA BOARD OF PUBLIC EXAMINATION



### **PERSONAL INFORMATION**

FATHER'S NAME : UDAYAN J  
DATE OF BIRTH : 29-07-1997  
MARITAL STATUS : UNMARRIED  
SEX : FEMALE  
RELIGION : HINDU  
NATIONALITY : INDIAN  
LANGUAGE KNOWN : MALAYALAM, ENGLISH AND HINDI

## **WORK EXPERIENCE**

 OFFICE CLEARK –PRASHANTHI CASHEWS MANGAD (JULY -PRESENT)

## **JOB DESCRIPTION**

-  To cross check the data regarding daily extract, opening stock, outturn etc. are accurate in the associate companies.
-  Communicate to Managers and staff of the associate Companies about company activities.

## **KEY SKILLS**

- Strong knowledge in medical terminology , anatomy, diagnosis
- Knowledge of relevant software system such as M S office excel
- Proficient in ICD Coding
- Researching
- Confidence, flexibility
- Enthusiasm to study new things

## **DECLARATION**

I LEKSHMI T U hereby declare that all above given statements are true and correct to the best of knowledge and belief.

**LEKSHMI T U**

**Kollam**

**05/09/2022**