



SANGEETHA JOSEPH

CHAMPAKULAM (H) PUZHAVATHU CHAGANACHERRY (PO) KOTTAYAM, PIN 686101

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DOB : 03/12/1999

OBJECTIVE

An independent, enthusiastic and highly motivated with good theoretical and practical knowledge over Medical Record Technician and Coding seeking and opportunity work in an esteemed medical institution where I can put my experience, education and skills as Medical Record Technician to the best interest of your esteemed institution.

SKILLS

- Able to work in EMR
- Knowledge in Medical Terminology, Anatomy, Physiology and Hospital Administration
- Experienced in assembling and coding
- Filing and indexing of Medical Records
- Word processing

REFERENCE

Asmi Makaranth - Lecture in St. Thomas College of Allied Health Science Chethipuzha Chaganacherry Kottayam

St. Thomas Hospital Chethipuzha Chaganacherry Kottayam
9496487460

LANGUAGE

- English
- Malayalam
- Tamil
- Hindi

PERSONAL DETAILS

Father's Name : Raju Thomas

Sex : Female

Marital Status : Single

Religion : Christian

Nationality : Indian

EDUCATION

St. Joseph G H S S Chaganacherry, Kottayam

SSLC

Passing Year - **2016**

Government H S S Chaganacherry , Kottayam

H S E

Passing Year - **2018**

St. Thomas College of Allied Health Science, Chethipuzha, Chaganacherry, Kottayam

DIPLOMA IN MEDICAL RECORDS TECHNICIAN

Passing Year - **2021**

EXPERIENCE

Hairgraaft Hair Transplantation , Chaganacherry Kottayam

Medical Records Technician and Receptionist

Duration : **01 /12/2020 - 23/05/2021**

PROFESSIONAL QUALIFICATION

Medical Record Technician and Coding (CMAI) from St. Thomas College of Allied Health Science, Chethipuzha, Chaganacherry, Kottayam during the year 2018 - 2020. Completed practical training in St. Thomas College of Allied Health Science, Chethipuzha, Chaganacherry, Kottayam which is an NABH Pre - accredited multi - speciality hospital.

DECLARATION

I hereby declare that the above furnished information is true the best my knowledge and belief.