



Silpa Sunil

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Erupulumkattil (H) West Kodikulam PO Thodupuzha, Idukki
685582

CAREER OBJECTIVE

- I am seeking opportunities to join a company that can help me in enhancing my skills, strengthening my knowledge and realising my potential. I am willing to explore a wide variety of opportunities that can help me gain perspective.

EDUCATION

- | | |
|------|---|
| 2023 | <ul style="list-style-type: none">Medical Scribing
IQCTS Academy Trivandrum |
| 2023 | <ul style="list-style-type: none">MBA in Hospital Administration and Healthcare Management
A.S.B.S.M Kochi |
| 2022 | <ul style="list-style-type: none">Medical Coding and Billing
Lodes Academy for Medical Coding and Billing Thodupuzha |
| 2021 | <ul style="list-style-type: none">Diploma in Hospital Administration
ISSD Kochi |
| 2021 | <ul style="list-style-type: none">BA English Language and Literature
St. George College Vazhakulam |
| 2017 | <ul style="list-style-type: none">Plus Two
GHSS Thodupuzha |
| 2015 | <ul style="list-style-type: none">SSLC
SHGHS Muthalakodam |

STRENGTHS

Self - Confident



Effective Communication



Customer Service



Detail - Oriented



Time Management



Team Work



Flexibility



COMPUTER SKILLS

- Typing Skills
- Tally Prime Accounting with GST
- MS Word
- MS Office

- Gmail Creation
- Data Entry

PERSONAL DETAILS

- Father's Name : Sunil E K
- Date of Birth : 08/06/1999
- Gender : Female
- Nationality : Indian
- Marital Status : Married
- Languages Known : Malayalam, English

DECLARATION

- I do hereby declare that the details and informations given above are complete and true to the best of my knowledge and belief.

Silpa Sunil

Thodupuzha