

# PREETHA.B



✉ preethupreeth90@gmail.com

☎ 9544723909

📍 AswathyBhavan,Puthuchira,Umayan  
alloor(P.O),Kollam-691589

## 🚀 SKILLS

Communication

Problem solving

Decision making

Leadership

## 👤 PERSONAL DETAILS

Date of Birth : 1/5/1988

Marital Status : Single

Nationality : Indian

Gender : Female

## 🗣️ LANGUAGES

Malayalam

English

Tamil

Hindi

## 🎯 OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

## 🎓 EDUCATION

**Diploma In Junior Health Inspector** 2008

Directorate Of Health Service

80%

**B.sc Zoology** 2012

Kerala University

66%

**B.Ed, Natural Science** 2013

Kerala University

72%

**Medical Records Assistant** 2023

Health care sector, Skill council (DDU-GKY)

73%

## 👤 TECHNICAL SKILLS

Typing

MS office

## 📁 EXPERIENCE

**Junior Health Inspector Grade 2** -

PHC , Adichanalloor

It was a nice experience and a good opportunity to improve my employability skills. Working as a JHI during pandemic situation was very challenging.

**ICD coder at Medical Records Department, General Hospital Neyyatinkara** -

General Hospital, Neyyatinkara

I have been undergoing training in Medical Records Department for 3 months. Where I got a chance to explore more in medical records and ICD coding. Along with that I have gained experience in scribing for various doctors at General Hospital, Neyyatinkara.

## 👤 DECLARATION

I here by declare that the information stated above is true to the best of my knowledge.