



SUBINA ASSABU

SUMMARY

To build my career in a progressive organization in a leading position, that will provide me exciting opportunities to utilize my account skills in such a way to add more values to the organization.

PERSONAL STRENGTH

- Confident to accept the challenges and also do my best to achieve the goals.
- Hardworking, Dedicated, Punctual, Responsible, and Honest.
- Flexible and versatile to adapt any new environment/technology.
- My strength is the responsibility to do job in best way with sincerity.

EDUCATION

BA English Literature

IGNOU UNIVERSITY
Kollam

HIGHER SECONDARY EDUCATION

MOHAMMADEN GOVERNMENT HSS
Pathanapuram

SECONDARY SCHOOL LEAVING CERTIFICATE

INTERNATIONAL INDIAN SCHOOL DAMMAM
Saudi Arabia

CERTIFICATION

MEDICAL SCRIBING

LIST, Mavelikara

DIPLOMA IN COMPUTER APPLICATION

Kerala state rutronix

CONTACT

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SKILLS

COMPUTER

ENGLISH TYPING

REPORTING SKILLS

COMMUNICATION

LISTENING SKILL

ADAPTABILITY

MEDICAL KNOWLEDGE

MEDICAL CODING

PROFESSIONAL

CREATIVE

LEADERSHIP

TEAMWORK

CONFIDENT

LANGUAGE KNOWN

- ENGLISH
- MALAYALAM
- ARABIC
- HINDI