



SHAHAD PUNNAKKAL
MEDICAL SCRIBE

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+916238949526
India

Career Objective:

To utilize my training and education as well as related experiences to secure a responsible and challenging position as a Medical scribe and contribute my areas of expertise to achieve company vision/mission and objectives. I am interested in working in a dynamic challenged environment with a motivated, positive and professional team where I can add value to the growth of the company and myself.

About Me:

A strong pro-active, efficient and talented Employee with sound knowledge of Medical scribe who is willing and able to adapt for new challenges and work environments.

Professional Experience:

MVR CANCER CENTRE AND RESEARCH INSTITUTE



Kerala, India May-2023 to still counting.

Designation: Medical Scribe

Transcribing preparations of reports (Radiology, Nuclear Medicine - PET and Bone scans, Discharge summary and Medical certificate).

Skills & Areas of Expertise

Medical Transcription

- Medical terminologies
- Typing Speed (>60wps)
- Data analysis
- Team Management
- Coordination

Soft Skills

- Windows
- Histree
- Excel
- Microsoft word

Personal skills

- Communication skills
- Innovative & willing to learn
- Good Inter cultural & inter personalskills Pro active
- Good Problem solving skills
- Good Typing skill and accuracy

Language skills

Language	Read	Write	Speak	Skill Level	Language	Read	Write	Speak	Skill Level
English	*****	*****	*****	9/10	Tamil	*****	*****	*****	6/10
Malayalam	*****	*****	*****	10/10	Hindi	*****	*****	*****	3/10

Passport Details

Passport No V3817901

Date of Expiry: 25/10/2031

Education:

- Diploma: Medical Scribing
- Secondary Education: +2 VHSE (Graphic design and printing Technology with science) – Kerala State
- Elementary Education: SSLC – (Kerala state)

Declaration:

All the above given Information's are true and with documented (can be provided on request)

SHAHAD PUNNAKKAL