

Dr. Pratiksha Mahajan

38/4 Sanmati Mahavir Nagar, waghapur, yavatmal, 445001.

8788825739 | drmahajanpratiksha@gmail.com

[in https://www.linkedin.com/in/dr-pratiksha-mahajan-910b1a21b](https://www.linkedin.com/in/dr-pratiksha-mahajan-910b1a21b)

Dr. Pratiksha Mahajan
38, Sanmati, Mahavir Nagar,
Waghapur, Yavatmal
445501
dr.mahajanpratiksha@gmail.com
8788825739

Hiring Manager
Novo Nordisk,

Dear Hiring Manager,

I am writing to express my keen interest in the Medical Review Advisor position at Novo Nordisk, as advertised. With a BDS degree and a diverse background encompassing research analysis, medical officer roles during the COVID-19 pandemic, and experience in claims insurance, I am excited about the opportunity to contribute to your esteemed team.

As a BDS graduate, I have developed a strong foundation in medical knowledge and patient care, which I have further honed and applied throughout my professional journey. During my tenure as a Research Analyst at Vasta Global, I gained valuable experience in data analysis, critical thinking, and problem-solving skills, which are essential for the Medical Review Advisor role.

My one-year experience as a Medical Officer during the COVID-19 pandemic equipped me with invaluable hands-on experience in managing patient care, coordinating medical resources, and implementing infection control protocols in a high-pressure environment. This experience instilled in me a sense of resilience, adaptability, and dedication to delivering quality healthcare services.

Additionally, my six-month stint in claims insurance provided me with a unique perspective on assessing medical documentation, evaluating insurance claims, and ensuring compliance with regulatory standards. I have a proven track record of making informed decisions, detecting fraudulent claims, and providing exceptional customer service while maintaining meticulous attention to detail.

I am particularly drawn to Novo Nordisk's commitment to improving the lives of people with chronic diseases through innovative healthcare solutions. I am eager to leverage my medical expertise, analytical skills, and passion for healthcare to contribute to the company's mission of driving positive change in patient outcomes.

Thank you for considering my application. I am enthusiastic about the opportunity to further discuss how my background, skills, and passion align with the needs of Novo Nordisk. I am available for an interview at your earliest convenience and can be reached at 8788825739 or via email at dr.mahajanpratiksha@gmail.com

Warm regards,
Dr. Pratiksha Mahajan

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Profile

A confident and reliable individual with a strong set of core values and a desire to use my knowledge and experience in a meaningful way. I am an excellent problem solver, and I have a proven track record of success in both team and individual settings.

Personal Details

- Date of Birth : 11/07/1995
- Nationality : Indian
- Gender : Female
- Driving Licence : MH2920150018532
- :

Skills

- Good clinical practice
- Excellent computer competency.
- Good oral and written Communication.
- Excellent grasp & learning capabilities
- Good Planning, Organization & Problem-solving Abilities.
- Ability to work with minimal supervision
- Competent with diverse English dialect.

Work History

• Mediassist

October/26/2023 - Present

Medical Officer - Claims

- Responsibilities:
- Assess insurance claims for accuracy and validity, leveraging medical expertise.
- Verify medical documentation against policy coverage.
- Ensure compliance with company policies and guidelines.
- Communicate with stakeholders to resolve claim issues.
- Maintain detailed records for auditing purposes.
- Make informed decisions on claim approvals
- Apply medical knowledge to detect and prevent fraudulent claims.
- Provide responsive customer service.
- Stay updated on medical and insurance industry trends.

• Vasta Globals

Nov/2021 - Aug/2023

Medical Data Analyst

- Worked with modules provided by US client. thorough understanding of versatile diverse English accent.
- Maintained The integrity of the data and summarization of patient's **Case Reports**.
- Researched and resolved data discrepancies.
- Expertise in clinical research documentation.
- Basic understanding of clinical trials & operations on cancer patients.
- Expertise in good clinical practices (GCP)
- Query Generation And Resolution.
- Experienced working with Microsoft office 365.
- Medical summarization with Thorough understanding of medical Terminologies and medical conditions.
- Consistently worked with client satisfaction in mind in-order to honor the company mission
- Performed other duties assigned or requested by management like **Auditing Case Reports**.
- Effectively and efficiently finished the assigned projects within the timeline.
- **Project Worked On -**

1. NLP screening
2. Clinical Genomic Renal
3. Molecular Matched (MM) Renal
4. CLQ Breast
5. CLQ Lungs
6. MM Screening Project

• COVID care center

June2020 - June2021

Medical Officer (MO)

- Treated COVID 19 positive patients.
- Expertise in medical diagnosis, drugs , terminologies and treatments .

- o Expertise organizing medical records .
- o Expertise in medical writing
- o To Deal with live patients .
- o Also worked in vaccination drive .
- o Thorough knowledge of COVID vaccines.
- o Can deal effectively with drug dosage .

July 2021 - Sept 2021

• **Dental clinics**

Consultant/ assistant Dentist

- o Treatment and diagnosis
- o Dental & Oral health care awareness .
- o Consulting dental patients .
- o Arrange dental camps in rural and urban areas .

Education

• **CSMSS Dental College**

Batchelor of Dental Surgery
64.75%

Sept 2020

• **Amolakchand Mahavidyalaya, Yavatmal**

HSC
57.39%

Feb 2013

• **Saint Anne's High School**

SSC
84.75%

March 2011

Languages

- English
- Hindi
- Marathi

Certification

- Collaborative Institutional Training Initiative (CITI Program), with 84% .
- The Beginners Course For Clinical Research - 16/2/2023
- Design and interpretation of clinical trial .
(ongoing)

Declaration

- I Hereby Declare That All The Information Furnished Above Is True To The Best Of My Belief. Looking Forward To Work With Your Organization. Your Prompt Reply Would Be Appreciated.
Thank You.