** SHINI**

**Email:** shini.351731@2freemail.com

**AAPC , CPC-A**

**OBJECTIVE: Seeking a Medical Coder position in a Hospital, Clinic / or an Insurance Company where I can utilize my extensive computer and medical apparel knowledge and strong organizational abilities.**

**SKILLS AND STRENG**

* Knowledgeable with regard to Medical Coding guidelines and coding techniques (ICD-10 CM, CPT-4, and HCPCS).
* Expertise in all types of coding (Outpatient diagnosis and Procedure coding) and other clinical vocabularies.
* Strong knowledge of Anatomy & Physiology, Advanced Medical Terminology, and Pharmacology.
* Efficient in Microsoft Office Software, including Word, Excel, and PowerPoint.
* Able to type 50+ words per minute.
* Possess good interpersonal, communicational, and organizational skills with demonstrated abilities in team management and client relationship management.
* Ability to manage multiple tasks in a pressured environment.
* Effective communication and interpersonal skills.
* Dedication and drive as a hard-working individual.

**ACADEMIC CREDENTIALS**

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| --- | --- |
| Qualification | Year of Completion |
| **Certified professional coder (CPC-A)****AAPC,** SALT LAKE CITY,US |  December-2016 |
| Diploma in NursingMahrashtra Nursing Council, India |  2005-2009 |
| H.S.SFrom Board Of Higher Secondary Examination, Kerala | March 2004 |
| S.S.L.CFrom Government Of Kerala | March 2002 |

**Professional Work History**

**Worked as Registered Nurse in India and Kuwait**

**PERSONAL DETAILS**

* **Date of Birth: 13/06/1986**
* **Nationality: Indian**
* **Religion: Christian**
* **Marital Status: Married**
* **Languages Known : English, Hindi,Malayalam**

**DECLARATION**

**I, HEREBY DECLARE THAT ALL THE INFORMATION GIVEN ABOVE ARE ACCURATE & TRUE TO THE BEST OF MY KNOWLEDGE.**

**I WILL DO MY BEST & PROVE MYSELF WITH MY HARD WORK & SINCERE EFFORTS IF A CHANCE IS OFFERED TO WORK IN YOUR ESTEEMED INSTITUTION.**

**Place: DUBAI**  **SHINI**