**CURRICULUM VITAE**



Nina

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**Objective:**

Looking for an opportunity in the field of Medical Coding where I can apply my skills and knowledge to the fullest potential and contribute to the set goals. I believe in meticulous effort upheld by sheer commitment and hard work to be the key to success.

**Certification:**

**CPC-A** (Certified Professional Coder) – December 2017 from AAPC (American Academy of Professional Coders) with an Exam Score of **86%**.

Self has thereby joined an elite group of coders who have distinguished themselves by passing the rigorous certification exam involving diagnostic and procedural coding as well as Human Anatomy and Billing.

**CPT – CURRENT PROCEDURAL TERMINOLOGY**

**ICD-10-CM**

**ANATOMY AND MEDICAL TERMINOLOGY**

**HCPCS**

**COMPLIANCE AND REGULATORY**

**Computer Skills:**

MS-Office (Word, Excel, PowerPoint & Outlook) and Afsys.

**Education:**

* 2003-2005 M.Sc. (Physics), Madras Christian College, Chennai with an aggregate of 66.6% affiliated to Madras University.
* 2000-2003 B.Sc. (Physics), Bishop Moore College, Mavelikara with an aggregate of 80.8% affiliated to the University of Kerala.

**Projects:**

* **LIFETIMES OF THE TRANSITIONS IN TITANIUM-46 at Madras Christian College, Chennai.**
* **COMPUTER ASSISTED PRODUCTION OF YOUNG’S DOUBLE SLIT INTERFERENCE PATTERN at Bishop Moore College, Mavelikara.**

**Professional Experience: 6.5 YEARS**

**DB Schenker LLC – February 2016 – January 2017**

**September 2012 – September 2014**

**Designation:**  Operations andPricing Executive – Ocean Freight

**Job Description:**

Ocean Freight Export Operations – FCL, LCL and Project Shipments

Handle all the export shipments confirmed and forwarded by the CS/Sales/Overseas offices.

Pricing – Ocean Freight Import, Export and Cross Trade

Float the rate enquiries received from the local CS/Sales team/overseas offices/main customers to the respective shipping lines / NVOCC’s and negotiate with the lines to secure the target rates and help win the business.

**Sharaf Group - Greenport Shipping Agency LLC / ZODIAC SHIPPING SERVICES LLC – April 2010 – August 2012**

**Designation:** Customer Service Executive

**Job Description:**

Freight-Forwarding – Import, Export / Cross-trade Jobs, Import Documentation, Agency Handling of Vessels, Liner Exports, Invoicing, Export Documentation, Power-point Presentations

**GFS Logistics LLC, Dubai, UAE – Jan’07 – Dec’07.**

**Designation:** Customer Service Executive cum Front Office Assistant

**Job Profile:**

Freight Forwarding

**Personal Details**:

Date of Birth 19th July 1982

Sex Female

Nationality Indian

Visa Residence

Languages known English, Hindi, Malayalam.

About me Self-confident, sincere and hard-working.

I, hereby declare that all the details furnished above are true to the best of my knowledge.

Place: Dubai, UAE.

Date: 07/01/2018 **Nina**