

DHIVYA G

90A,3rd Street,2nd cross,
Ganapathy Pudur-641006,
Coimbatore

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PROFILE

Certified Medical Records Senior Representative with a history of accurately and efficiently supporting QA for a diverse range of Clientele.**3 years of experience** in providing medical documents evaluation reports to the client.

AREAS OF EXPERTISE

- Quality Analysis
- Quality Reports Generation

PROFESSIONAL EXPERIENCE

Dell International services, Sez Coimbatore
October 2012-May 2015

- Collected and analysed the patients medical report and provided quality report to the client.

EDUCATION

B.SC,Cauvery College for Women,Trichy.
June 2007-May 2010

Graduated with 74 percent.

HSSC, Sri Ramakrishna Vivekananda Higher Secondary School,Tirupunavasal.
June 2005-April 2007

Graduated with 70 percent.

SSLC,Sri Ramakrishna Vivekananda Higher Secondary School,Tirupunavasal.
June 2004-April 2005

Graduated with 78 percent.

SKILLS

- MS Office
- Quality Analysis
- Team player
- Time Management

LANGUAGES

- English
- Tamil

DECLARATION

I hereby declare that the above mentioned particulars are correct up to my knowledge and I bear the responsibility for the correctness of above mentioned particulars.

Date :

Place : Coimbatore

[Dhivya.G]