

CURRICULUM –VITAE

JITENDER SINGH

H.No.2761 Gali Ram Roop Subzi Mandi
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CAREER OBJECTIVE:-

Do Work Sincerely and Honesty to the Best of my Ability and contribute to the Overall Growth of the organization and mine also.

EDUCATIONAL QUALIFICATION:-

- High School passed from **NIOS** in 2010.
- Intermediate passed from **NIOS** in 2012.
- Pursuing graduation from Delhi university(SOL)

ADDITIONAL CERTIFICATION:-

- Certified Professional Coder (June 2017)

PROFESSIONAL EXPERIENCE:-

- Working in Medisoft Infoservice since November 2016 (currently working as Medical Coder)
- e-MDs (16 months) of experience as Sr. Ar
- Worked as Account Receivable at E4E (7 months)

COMPUTER PROFICIENCY:-

- GOOD KNOWLEGDE OF COMPUTER.
- MS OFFICE.
- INTERNET.

STRENGTH:-

- Hard Worker,
- Good Behavior.
- Positive Attitude.
- Eager to Improve My Skills.

SOFTWARE KNOWLEDGE AND CLIENTS WORKED WITH:-

- IDX(dos, online)
- M3,CONTINIUM (CHA)

- Super coder & Encoder Pro
- Allscript & M+

PERSONAL PROFILE:-

Name	:	JITENDER SINGH
Father's Name	:	MR. TRILOCHAN SINGH
Date of Birth	:	27-11-1992
Gender	:	Male
Language	:	English, Hindi & Punjabi
Marital Status	:	Unmarried.
Nationality	:	Indian

DECLARATION:-

I Hereby Declare That All the Information Given above Is Factual and Correct To the Best of My Knowledge and Belief.

Date.....

Place.....

(JITENDER SINGH)