

**TARUN KUMAR (CPC Certified)**

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**SYNOPSIS:** - Proven ability to manage multiple projects while meeting challenging deadlines.

**OBJECTIVE:** - Seeking a competitive and challenging environment where I can learn and grow and prove my skill in organization and establish an enjoyable career for myself.

**ACADEMIC QUALIFICATION: -**

S. No	Qualification	School/College	Board/University	Year
1	M.Sc. Biotechnology	Mangalmay Institute of Management and Technology	Chaudhary Charan Singh University	2015-2017
2	B.Sc. Biotechnology	Mangalmay Institute of Management and Technology	Chaudhary Charan Singh University	2012-2015
3	12 <sup>th</sup>	St. Lawrence Convent New Delhi	CBSE	2011
4	10 <sup>th</sup>	SBV Govt. School New-Delhi	CBSE	2008

**TRAINING AND EXPERIENCE:**

- AAPC Certified Medical Coder in February 2021.
- 120 hours of Medical Coding Training completed with CPC Certification preparation course which includes ICD-10 CM, CPT, HCPCS modules.
- **Currently working as a EM OP and Chemotherapy Medical Coder in Medphine, Delhi from February 2021 till now.**
- Have worked 2 year as quality analyst in Instrument section, Alcatel Research Laboratories India Pvt. Ltd (Bahadurgarh, Haryana).

**Computer Knowledge and Skills:**

- Windows XP/7 , Basic with MS Office and Word.
- Successful track record of compiling, abstracting and assigning accepted medical codes.

- Well- versed in code diagnosis (ICD-10) derived from medical record documentation.
- Comprehensive knowledge of common procedure coding system (HPCPS).

**PERSONAL STRENGTHS: -**

Quick learner

Flexibility and adaptability Keen to learn new things.

Positive attitude.

Believe in leading a team with working with the team.

Self confident.

**PERSONAL PROFILE: -**

Name: Tarun Kumar

Father's Name: Somnath

Permanent address: E- 359, Jagjeet Nagar, Street no. 4, New Delhi-110053

Sex : Male

Marital Status : Married

Nationality : Indian

Languages : English, Hindi

Hobbies : Reading novels, Listening Music.

**DECLARATION: -**

I hereby declare that the above-mentioned details are true to the best of my knowledge.

Date:

(Tarun Kumar)