Shuchita Sinha
1205 Diamond Tower,
Gardenia Glamour II,
Maharaja Agrasen Marg,
Sector-3,Vasundhara,
Ghaziabad,
U.P.-201012
(M) +91 7715894742

E-mail: shuchitasinha@gmail.com

Career objective:-

To be a part of professionally managed organization with a high growth potential which provides opportunities for professional growth and individual developments so as to reach a position of importance and responsibility in the organization hierarchy.

Technical Qualification:-

➢ Secured 8.98 CGPA in M.Tech (Biotech) from Amity University, Lucknow campus in May2010.

➢ Secured 7.92 CGPA in B.Tech (Biotech) from Sardar Vallabh Bhai Patel University Of Agriculture And Technology, Meerut in Dec 2007.

Academic Qualification:-

➢ Passed class XII examination through CBSE Board, with cumulative percentage of 69% from Kendriya vidyalaya, Raebareli in 2001.

➢ Passed class X examination through CBSE Board, with cumulative percentage of 68.8% from Kendriya vidyalaya, Raebareli in 1999.

Previous Job Profile:-

Worked as Senior Research Associate(Medical data summariser)in Innodata India Pvt. Ltd.,Noida(15 November,2021-20 July,2022).

Completed 4 months online AMCT(Acusis medical coding Training)programme based on ICD-10,CPT,HCSPCS,medical billing and RCM.(18 June,21-31Oct,2021)in Acusis Software india pvt. Ltd.,Bengaluru.

Worked as Research Associate (Biotechnology Lab)[09January,2012-31 may,2013] in INDUS SEEDS, Bengaluru.

Training Experience:-

➢ Short term project(19 March 2010 to 18 June 2010) at IITR, Lucknow, based on laboratory animal house practices.

➢ Summer training (15 May 2009 to 03 August 2009) at Molecular Biology Department, NBRI, Lucknow, based on **molecular techniques involved in gene cloning.**

➢ Short term project (January 2008 to March 2008) at Microbiology Department. NEIST (CSIR) Jorhat, Assam, based on isolation of different strains of microbes from soil & its biochemical characterization.

➢ Undergone short term training at Microbiology Department, KGMU, Lucknow.

Skill-sets:

1. Basic knowledge of human anatomy and physiology.

2. Good technical knowledge of the process of coding and clinical data management.

3. Deep knowledge of medical terminologies and familiarity with medical health records.

4. Expert in making chronologies of diagnosis in several office visits.

5. Good written and verbal communication skills.

6. Well versed with US Healthcare domain.

7. skilled in MS office excel and MS WORD.

Personal profile:-

1. Sex : Female
2. Languages known : English and Hindi
3. Marital Status : married
4. Nationality : Indian
5. Date of Birth : August 27, 1984

Extra- curricular activities:-

1. Ability to take up any kind of responsibilities at all stages.
2. Self motivated towards organization objectives.
3. Quick learner with ability to grasp and master the methods and technologies.
4. Ability to work efficiently in both independent and team environments.
5. Enthusiastic.
6. Have high level of persuasiveness.
7. Have good inter-personal skills.
8. Good Communication Skills.

Hobbies: -

Listening to music, Reading books.

Reference:-

To be furnished upon request.

Declaration:-

I hereby declare that the above furnished information is true and correct to the best of my knowledge.

Date:-07-09-2022

Place: -Ghaziabad

                                                                              Shuchita Sinha