**CURRICULUM VITAE**

**JAISWAR JYOTI RAMLAKHAN**

½ Parshuram Jadhav Chawl,

Nr Mohan Nagar, Hill Road,

Sion Chunabhatti Mum-22.

**Mobile no-**7506763167.

**Email** – [jyotijaiswar141098@gmail.com](mailto:jyotijaiswar141098@gmail.com)

**Objective**

I am looking for the challenging job where I can utilize my talent and knowledge, which would help me to achieve my personal and professional goal.

**Woking Experiences**

1) Gebbs healthcare solutions

Senior Medical Coder from Jan 2019- September 2021.

2) Currently working in Access healthcare

Senior Medical Coder from Jan 2022

Department: Anesthesia Coding

**Certified medical coder (Pass in Dec 2019)**

* Assist in providing coding training to new physicians.
* Engage in provider/ department contact and education as the primary liaison for clarification of documentation and coding.
* Participates in provider/ client/ network meetings, which may include provider education through written communication.

**Skills**

* Proficient knowledge of medical terminology, ICD-10 and CPT coding.
* Knowledge of and ability to use computer systems and other office equipment.
* Ability to perform detail-oriented work.

**Educational Qualification**

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| --- | --- | --- | --- | --- |
| **Class** | **University Board** | **Institution** | **Percentage%** | **Year** |
| SSC | Maharashtra State Board | P.W.S English High School Sion Mumbai | 66.15 | March 2009 |
| HSC | Maharashtra State Board | AFAC Junior College Chembur Mumbai | 49.67 | Feb 2011 |
| Bachelor (Chemistry) | Mumbai University | S.I.W.S Degree College Wadala Mumbai | 59.38 | Nov 2014 |
| Master (Bioanalytical Sciences) | Mumbai University | Ramnarain Ruia  College | A grade | May 2017 |

**Summer Internship**

Project work at Bhabha Atomic Research Centre

“Synthesis and application of Potassium titanium ferrocyanide impregnated in Calcium alginate” & exposed to various synthesis, characterization, application and hands on experience on various analytical instruments.

**Extracurricular activities**

**Workshop attended**

1. “Safety in Chemical handling and Laboratory working” organised by Safety &Security Committee of Ramnarain Ruia College.
2. “Patent Claim Drafting” 2-day Workshop held at Guru Nanak Khalsa College.
3. “Mass Spectrometry” jointly organised by Department of Chemistry and Bioanalytical Science, Ramnarain Ruia College in collaboration with Indian Society for Mass Spectrometry & Indian Women scientists’ Association.

**Personal profile**

Date of Birth - 27th June 1993

Language known - English, Hindi, Marathi

Marital status - Unmarried

Nationality - Indian

Sex - Female

**Declaration**

I hereby declare that, information mentioned above is true to the best of my knowledge and I bear the responsibility for the correctness of the above mentioned particular

**Place: Mumbai (JYOTI RAMLAKHAN JAISWAR)**