Manuj Mishra

**Bah Bazar, Devperyag**

**Pauri Garhwal-249301**

**(M): 8650195151, 9915790548**

**E mail : Manujmishra@ymail.com**

**OBJECTIVE:**

Obtain a career in scribing and transcription utilizing outstanding skills and knowledge to help ensure the effective and efficient flow of work with the obtained organizational and professional expertise.

**SUMMARY:**

###### A professional with analytical bent of mind, strong sense of urgency, customer service oriented, and resourceful.

**EDUCATION:**

Bachelor of Commerce from Garhwal University, Srinagar Garhwal, Uttrakhand.

Diploma in Medical Transcription from Heartland Transcription Services Pvt. Ltd, New Delhi.

**ADDITIONAL EDUCATION:**

Diploma in Physical Training and Weapon Training From ATS, Air Force Station, Belgaum, Karnataka.

## EMPLOYMENT EXPERIENCE:

## Medical Scribe for Elico Healthcare Pvt Ltd (Current Organization)

#### Medical scribe for IDS Infotech Pvt. Ltd from July 2017 to October 2019.

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#### Medical transcription for Sam Tach Datasys Pvt. Ltd from year 2015 to year 2017.

#### Medical transcription for Ansh Medical Services Pvt. Ltd from year 2010 to year 2014.

#### Medical transcription for Heartland Transcription Services Pvt. Ltd New Delhi from year 2008 to 2010.

## PERSONAL PROFILE:

Name : Manuj Mishra

Father’s Name : Shri Satyanarayan Mishra

Nationality : Indian

Gender : Male

Marital Status : Unmarried

Language Known : Hindi, English

Permanent Address : Bah Bazaar, Devperyag, Pauri Garhwal, Uttrakhand (249301)

Date: 08/15/2022

Place: Chandigarh (Manuj Mishra)