# CURRICULUM -VITAE



**Abhishek Panthri**

Mobile No – 0564625599

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**OBJECTIVE**

To secure the position, which would broaden my skills and challenges my various abilities and to add valuable assets to the esteem of your organization as an active member. To pursue my career in an organization, which should give me an opportunity to learn, grow and nourish my career in future.

Looking forward for a prospective career in FINANCE/ACCOUNTING/**INSURANCE**

**ACADEMIC QUALIFICATION**

* Certified Professional Coder Certificate from AAPC.
* PGDBA (Post Graduate Diploma in Business Administration), Specialization: Finance, in the year 2014 with A Grade from SYMBIOSIS (SCDL), Pune-Maharashtra, India.
* B.B.A. (Bachelors of Business Administration), Specialization: Finance, in the year 2011 from INSTITUTE OF MANAGEMENT STUDIES (IMS), H.N.B Garhwal University, Dehradun-Uttrakhand, India.
* Intermediate in the year 2008 from DAV Public school, CBSE Board, Saharanpur-Uttar Pradesh, India.
* High school in the year 2006 from St. Mary’s Academy, CBSE Board, Saharanpur-Uttar Pradesh, India.

**TECHNICAL SKILLS:**

* Diploma in computer basic (Ability to work with MS Word, PowerPoint and Excel in operating systems such as: Windows 98, Millennium edition and Windows XP,7,8,8.1,10)
* Have knowledge of Computer Accounting Software’s i.e. **SAP, TALLY (5.4,7.2,9.0)**
* Diploma in ACCOUNTS PRO from APTECH
* H.I.S (Hospy-care)

**ABILITIES**

* To work in strong client service orientation and stressful situations.
* To coordinate conflicting priorities with in deadlines.
* To work independently as well as in team environment.
* Sincere and workaholic.

**WORK EXPERIENCE**

* **SHARJAH CORNICHE HOSPITAL, SHARJAH, UAE-(SCHG)**

**Address: 10th Floor, Corniche Plaza 2, Buheira Corniche Road, Al Majaz 1, Al Majaz, SharjahLandmark: Opposite Marbella Resort Zip Code: 21218
City of Sharjah
Phone number: +971 6 5751222 Fax: +971 6 5722231**

 **Designation**: Insurance Co-ordinator

 **Worked here from:** 5 Dec 2015 to YTD

* **GULF MEDICAL UNIVERSITY & HOSPITAL, AJMAN, UAE**

**In the department of Center for Advanced Biomedical Research and Innovation (CABRI)**

**P.O.Box:4184, Al Jurf, Ajman, UAE**

 **Designation**: Insurance Co-ordinator

 **Worked here from:** 9 Sep 2013 to 31 Aug 2015

* **Ranbaxy Laboratories Limited,**

**Paonta Sahib, District: Sirmour**

**Himanchal Pradesh – 173 025, (India)**

Probationary Period : 25 July 2011 to 30 Sep.2011

 Worked here from : 1 Nov. 2011 to 30 Nov. 2012

 Designation : Consultant in Finance Dept. (Excise & Costing)

* M/s Praveen K Gupta & Co. (Chartered Accountants)

Under the Supervision of CA (Nitin Pahwa & Atul Jain)

IInd Floor, Maya plaza, Opp. Parsvnath plaza, Court road, Saharanpur-247001 (U.P.)-India

Worked here from : Jan 2013 to June 2013

Designation : Consultant

# STRENGTHS

Honesty to Profession, Hard & Smart Working, Ability to work in team, keen observer, Administration Skills, Good Communicator.

**PERSONAL DETAILS**

Father’s Name : Mr. Harish kumar panthri

Date of Birth : June 9th 1991

Marital Status : Married

Language known : English, Hindi, Urdu

Passport no. : J5831835

Nationality : Indian

Visa status : Employment Visa.

Uae DL No. : 637884

**REFERENCES**

Will be provided on request.