

# Ragesh Cheriya-mundath Ravindran

## Senior Medical Transcriptionist

Dubai

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"Seeking quality environment where my knowledge and skills can be shared and enriched."

## Work Experience

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### Medical Transcriptionist

Kings College Hospital London - Dubai

July 2022 to Present

Medical scribing and transcription for Pediatrics clinic. Generate medical reports, assist physician in clinical documentation and release of information.

### Sr. Medical Transcriptionist

BURJEEL HOSPITAL FOR ADVANCED SURGERY - DUBAI, AE

April 2017 to April 2021

Generating medical reports for Radiology Department (MRI, CT, Ultrasound, X-ray and Fluoroscopy) and Orthopedic specialty with 100% accuracy (Working on SAP platform).

### Medical Transcriptionist

MEDEOR 24X7 HOSPITAL - DUBAI, AE

April 2015 to April 2017

1. Generating medical reports for Radiology Department (MRI, CT, Ultrasound, X-ray and Fluoroscopy) with 100% accuracy (Working on SAP platform).
2. Generate medical reports for all other specialty (To include Gynecology, Orthopedics, Gastroenterology, Pediatrics, Internal Medicine, ENT, Ophthalmology, Neurology, General Surgery etc.) with 100% accuracy.
3. DHA online sick leave attestation.
4. Working closely with doctors on special requirements on documentations or services required by them.

### Editor

VISHWA TRANSCRIPTION SERVICES - Kochi, Kerala

September 2013 to March 2015

Editing medical transcripts on multiple work types at accuracy of 99% and above.

### Quality Analyst

PRECISION SOLUTIONS PVT. LTD - Kochi, Kerala

November 2012 to August 2013

Editing medical transcripts on various work types at accuracy of 99% and above.

### Senior Process Associate

WILLIAMS LEA PVT. LTD - Kochi, Kerala

October 2010 to January 2012

Document (Medical Scripts) processing and checking for accuracy of scripts.

**Editor**

TRANSTECH SERVICES., ITES - Kochi, Kerala

November 2009 to October 2010

Editing medical transcripts at an accuracy of 99% and above.

**Specialist Business Transcriptions**

FIDELITY INVESTMENTS PVT. LTD - Bengaluru, Karnataka

January 2008 to September 2009

Transcribing, proofing, and documenting audio files into word document at accuracy of 98% and above.

**Medical Transcription Executive**

HEARTLAND TRANSCRIPTION SERVICES PVT. LTD - Bengaluru, Karnataka

June 2006 to January 2008

Transcribing, proofreading, editing, and quality analysis of word documented files and uploading at the client end.

**Medical Transcription Executive**

FORBES TECHNOSYS PVT. LTD - Pune, Maharashtra

June 2005 to May 2006

Documented and edited American patient healthcare reports at a quality of 98% and above and productivity of 600 lines in 8 hours for specialties like Orthopedics, Cardiology, etc.

## Education

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**M.Sc. in Biotechnology**

Bharathiyar University

2002 to 2004

**B.Sc. in Biochemistry**

Bharathiyar University

1999 to 2001

## Proficiency in Computers

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Cerner, SAP, MS-Office (Word, Excel, PowerPoint)

## Skills

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Teamwork, Hard Working and Dedicated.

## Declaration

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I hereby declare that the above stated details are true to the best of my knowledge and belief.