



Contact:

Email:

suryamb3@gmail.com

Mob:

+971556536357

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Address:

Mangakandi House  
Pulpally Post  
Chundakolly, Wayanad  
Kerala, India  
Pin-673579

Date of Birth:

04/02/1996

Sex:

Female

Nationality:

Indian

Languages known:

English, Hindi,  
Malayalam, Tamil

Passport Number:

V2124594

Passport Validity:

25/07/2031

## SURYA MB

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Intend to build a career with a challenging position in your organization with committed and dedicated people, where I can expose my skills with high responsibility.

### Skills

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- Data entry
- Patient support
- Expert with Microsoft Office
- Communication
- Administrative Support
- Extensive computer skills.

### Experience

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- 2 years of experience as a Medical Transcriptionist in Gimcare Hospital, Kannur, India.
- 1 year experience as a Medical Transcriptionist in Cardiology Department at Metromed International Cardiac Centre, Calicut, India.
- 4 months experience as a medical transcriptionist in Sreechand Speciality Hospital, Kannur, India

#### Experienced in:-

1. Discharge summary making
2. Cardiac Cathlab procedure reports making
3. Echocardiography report making
4. Medical referral letters making
5. USG reports making

## Educational Qualification

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COURSE	INSTITUTION	UNIVERSITY/BOARD	YEAR OF PASSING
SSLC	Vijaya Higher Secondary School Pulpally	Kerala Board Of Public Examination	2011
Plus Two Computer Commerce	Vijaya Higher Secondary School Pulpally	Kerala Board of HSS	2013
Degree BA English language and literature	Pazhassiraja College Pulpally	Calicut University	2017
Diploma in Medical Transcription	D.M. Wims Medical College Wayanad		2018
Medical Coding	Transorze Solutions Calicut		2019

## Reference

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- **Dr.Raveendran.P**  
MD,DNB (Cardiology),FSCAI  
Senior Interventional Cardiologist  
**Email : [drpraveendran@gmail.com](mailto:drpraveendran@gmail.com)**  
**Mobile Number: +919447083949**
- **Dr. Sundeep K Bhaskaran**  
MBBS, MD, MRCP (UK), DNB (Cardiology)  
Consultant-Interventional Cardiology

## Declaration

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I do here by declare that all the above information is correct to the best of my knowledge and belief.

Place:

SURYA M B

Date: