



► **Jisna C J**

Phone: 0528219316

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Address: Muweillah, Sharjah

**Subject: Application for the post of Insurance Coordinator**

**Objective**

Qualified medical coder interested in using utilizing my computer skills and knowledge in medical coding. Interested in the position of a medical coder and excited about the opportunity to work alongside a team of experienced professionals.

**Education**

**Master of Computer Application (2012 - 2015)**

- Marks : 73%
- Vidya Academy of Science and Technology, Calicut University, Kerala, India

**Bachelor of Science and Technology(2009 - 2012)**

- Marks : 76%
- St. Mary's College , Calicut University, Kerala, India

**Additional Qualification**

- Medical Coding CPC (AAPC)
- J2EE (6 months)  
Quest Innovative Solutions Pvt. Ltd. Cochin, Kerala, India.
- MS OFFICE  
INTEL COMPUTER EDUCATION

**Experience**

- Customer Care and Project Coordinator  
Hawking Technology India LLP 07/03/2019 – 15/10/2021

**Skills**

- Dedicated team player
- Attention to detail
- Medical coding
- Time Management
- Improving customer experience
- Patience
- Protecting information
- Record keeping and book keeping
- Developing slide presentations
- Database organisation
- Multitasking

### **Personal History**

Date of birth	:	6 <sup>th</sup> February 1992
Gender	:	Female
Nationality	:	Indian
Languages Known	:	English, Malayalam, Hindi
Marital Status	:	Married
Passport Issue date and place	:	27/10/2016 Cochin
Visa Status	:	Dependent visa

### **Declaration**

I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

JISNA C J