

RESUME

NAME:PRATHAMESH VILAS DESHMUKH

EMAIL:PRATHAMESHDESHMUKH117@GMAIL.COM

MOBILE: 7666571443

ADDRESS:85/2 SUMAN APARTMENT NEAR AMDEBKAR COLLAGE AUNDH GAON PUNE 411007

OBJECTIVE: To gain a position with an exciting new hospital , which showcases all of my clerical assets and fuels a symbiotic relationship. To use my knowledge of medical billing along with my administrative skills, to help streamline all work processes as a hospital receptionist.

ACADEMIC:

BOARD	YEAR OF PASSING	PERCENTAGE
S.S.C	2017	56.65%
H.S.C	2019	50.01%

CURRENTLY STUDING IN THE FINAL YEAR OF THE B.COM AT MODERN COLLAGE GANESHKHIND

WORK EXPERIENCE:

> WORKED AT INLAKHS AND BUDHRANI HOSPITAL FOR 8 MONTHS

> CURRENTLY WORKING AT SHASHWAT HOSPITAL AUNDH AS A (NIGHT) RECEPTIONIST

JOINING DATE (11-JUL-2020).

> CURRENTLY WORKING AT GD DIAGNOSTICS AND ALLIED AGENCIES BANER AS A RECEPTIONIST JOINING DATE (1 SEP 2019).

OTHER KNOWLEDGE :

> GOOD KNOWLEDGE ABOUT COMPUTER AND OTHER TECHNOLOGY

> HAVE GOOD KNOWLEDGE ABOUT HOSPITALS(IPD)BILLING AND ACCOUNT DEPARTMENT

STRENGTH:

- EAGER TO LEARN NEW THINGS**
- HARD WORKING**
- CAN HANDLE ANY KIND OF SITUATION CALM MINDEDLY**

PERSONAL DETAILS:

**ADDRESS : 85/2 SUMAN APARTMENT NEAR AMBEDKAR COLLEGE AUNDH GAON PUNE
411007**

DATE OF BIRTH : 23/05/2001
GENDER : MALE
MARITAL STATUS : UNMARRIED
LANGUAGES KNOWN : ENGLISH , MARATHI, HINDI

DECLARATION:

**I HEREBY DECLARE THAT THE ABOVE MENTIONED INFORMATION IS BEST TO MY
KNOWLEDGE**

PLACE: AUNDH
DATE:

{PRATHAMESH DESHMUKH }