**CURRICULUM VITAE**

**PARDEEP KUMAR**

**PERSONAL INFORMATION**

Permanent Address B-1422, Jahangir Puri

 Delhi-110033.

 Mob : 9971328451

Date of Birth October 17th , 1978

Sex/ Marital Status Male/Married

Father’s Name Shri Brij Lal

Languages Known English, Hindi,Punjabi

Nationality Indian

**CAREER OBJECTIVE**

A challenging position in a professional organization where I can enhance my skills and strength in conjunction with the company’s goals & objectives.

**EDUCATIONAL QUALIFICATION**

* Xth from C.B.S.E Board
* XIIth from C.B.S.E. Board
* B.A. (P) from Delhi University

**PROFESSIONAL QUALIFICATION**

* Completed Diploma (Duration one year) in **Computer Programming** from Indain Software College Aazd Pur Delhi.
* Completed Certificate Course (Duration two year) in **Machinist Trade** from jahangir Puri I.T.I Delhi.
* Completed Diploma (Duration Four year) in **Mechanical Engineering** from Arya Bhat Polytechnic G.T. Karnal Road Delhi.
* Completed Diploma (Duration two Year) In **Medical Record Technology** from Vishwakarma Open university For Self-Employment India Murad Nagar Ghaziabad U.P.

**WORK EXPERIENCE**

* **Dec. 2003 to Nov. 2004**

Pushpawati Singhania Research Institute

For Liver, Renal & Digestive Disease

(A research Organization and Hospital of J.K. Group)

**Worked with Medical Record Keeper**

* **Nov. 2004 to Oct. 2013**

St. Stephen’s Hospital

**Worked with Mediacl Record Technician**

* **Oct. 2013 to till Date**

Pushpawati Singhania Research Institute

For Liver, Renal & Digestive Disease

(A research Organization and Hospital of J.K. Group)

**Working as a Medical Record Officer/Incharge**

**Strengths**

Working smart i.e give the best of my physical mental efforts to the job

**Hobbies**

Listening to Music, Travelling, Gardening

**SALARY EXPECTED**` As per Industry Norms

**Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Place\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **(PARDEEP KUMAR)**