

CURRICULUM VITAE

Gusani Manish Rajendrabhai

Address : - 31, Avadhपुरी Society,
Nr. Gayatri School, Khodiyar Nagar
District : - Ahmedabad (Gujarat)
Contact no: - +91 7778950216
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CAREER AIM:-

Aspirant to work in a challenging and sharp working environment with strengths of adaptive, self-learning, working with involvement and keen observant, which can effectively utilize as well as enhance my ability and allow me scope of upward movement.

JOB PROFILE:-

- Internet Surfing with E-Mail Handling and office work.

Related Experience:-

- I have 1 year experience in DIPTI MOTORS as Account Assistant (Paldi,Ahmedabad).
- I have 1 year experience in SAURASTRA BOOK STORE as Billing Department and Purchase Order (Thakkarnagar,Ahmedabad).
- I have 1 year experience in Anand Surgical Hospital for head of Ma-Yojana, Ayushyman Bharat (PM-JAY) and TPA Department (Memco, Ahmedabad).
- I have Six Month experience in Tapan Hospital for head of MA-YOJANA, Ayushyman Bharat (PM-JAY) and Billing Department (Satellite, Ahmedabad).
- I have 1.5-year experience in Siddhi-Vinayak Hospital for Medical Billing and TPA Department (Maninagar, Ahmedabad).
- I have currently worked in BAPS Yogiji Maharaj Hospital for Medical Billing and TPA Billing Department in last 2 years (Shahibaug, Ahmedabad).

SKILLS:-

- Excel, M.S. Office, M.S.Word
- MIS Report,
- Hospital Management System , E Clinic works
- Tally ERP-9

EDUCATIONAL QUALIFICATION:-

No.	Name of Exam	Year	Board/Uni.	Percentage
1	S.S.C.	2014	G.S.E.B.	63.08 %
2	H.S.C.	2016	G.S.H.E.B	86.23 %
3	B.Com	2018	Gujarat University	Second

PERSONAL PROFILE:-

Name	:	Gusani Manish
Father Name	:	Gusani Rajendrabhai
Permanent Address	:	Dist.:- Ahmedabad. (Gujarat)
Contact No.	:	Mo. +91 7778950216
Date of Birth	:	09/12/1998
Marital Status	:	Unmarried
Nationality	:	Indian
Cast	:	Hindu
Languages Known	:	English, Hindi and Gujarati

HOBBY:-

➤ Reading, Writing, Playing and etc.

DECLARATION:-

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

I am waiting for your favorable response.

Yours Faithfully

Gusani Manish