

# CURRICULUM VITAE

## PERSONAL DETAILS:

- Name Rahul Khatri
- Mobile: 62844-74088
- Email Id its.khatri07@gmail.com
- Date of birth 19-09-2001
- Gender Male
- Marital Status Unmarried
- Nationality Indian
- Languages Known Punjabi, English, Hindi
- Address H. No. 113 Bachan Singh Nagar Haibowal Kalan Ludhiana Punjab

## CAREER OBJECTIVE:

To build career in a growing organization, where I can get the opportunities to prove my abilities by accepting challenges, fulfilling the organizational goal and climb the career ladder through continuous learning and commitment.

## ACADEMIC QUALIFICATION:

- Bachelor Of Computer Application. (2022)
- Higher Secondary High School. (2019)
- Secondary School (2017)

## WORK EXPERIENCE:

- Worked as Marketing & Sales Manager in Holy Basil Hsp Ecosystem – Budget ICU.
- Worked as Co-ordinator and Assistant of Dr Vikas Garg in Clinic & DMC&H for 4.5 years.

## PROFESSIONAL SKILLS:

- Administrative Skill
- Data Analysis Skill
- Marketing Skill
- Project Management Skill
- Problem Solving Skill
- Strong Communication Skill
- Team Collaboration

## COMPUTER SKILLS:

- MS Office (MS Word, Excel, Powerpoint)
- Typing speed (60 wpm)
- Email and Internet Browsing
- Data Entry and Analysis

- Clinical Documentation
- Telemedicine Platforms
- ePrescription Systems

### **CERTIFICATES:**

- No To Drugs Pledge Certificate ( Ministry Of Home Affairs )
- 1 Zone Level & 1 District Level Cricket Certificate.
- 1 Year Computer Diploma. (2018)

**DECLARATION:** I hereby declare that all the above information is true to the best of my knowledge.

Place: Ludhiana

RAHUL KHATRI

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Signature