



Chandra Shekhar Pandey

9033059032

D57 Harsidah Park Society Ranip, Ahmedabad, 382480 (IN)

Pandey.chandrashekhar1@gmail.c

Professional Summary

If an opportunity is given to me to serve in your respected company, I'll give satisfaction from my hard and honest work .

Chandrashekhar Pandey

Employment History

Medical transportation, CIMS HOSPITAL . Ahmedabad, India

Feb. 2014 - Present

Worked as Customer Care Representative [CCR] in TATA Indicom in Mohali

[Punjab] for 4 months - dealing with customers for their quarries related to cal rates, schemes, sim activations issues etc.

- Worked as a Customer Care Representative [CCR] for 6 months in National Institute Of Management – dealing with the students and customers for their quarries related to their study materials, admission [procedures and fees structures] and dealing with the customers for their quarries related to admission , fees structure etc.

- Worked as Customer Care Executive

[CCE] for UK and USA processes in

Asian Media and Marketing Group [AMG] – Worked for several Campaigns [

i.e. Birds Eye, Vics, Oreo, Nokia, Motorola etc and for the registration of the Magazines like Pharmacy Business and Asian Hospitality]

- Working in Shalby Hospital as Medical Transcriptionist from 1st of April 2009 to 10-03-2014

- Worked on the designation of Associate - Medical Transcriptionist at

Zydus hospitals and institute.

- Working on the designation of Medical transcription at Apollo Hospital CVHF.

Currently working on the designation of medical transcription department at CIMS hospital

Skills

Decent typing speed almost 50 to 60 words per minute



Good command over English and grammar



All the required computer skill I am having with me



Education

Graduation from Punjabi University, Bachelor of Science, Chandigarh

Bachelor of Science, Physics and semiconductor, Jun. 2007

Delhi university of management, Anand Vihar, Delhi

High School Diploma, Study in management, Jun. 2006