

# SATISH

Ward no. 04 Village Sahu Wala Tehsil Bhadra, Hanumangarh Raj. | 8529211135 |  
Satishsoniya3@gmail.com

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## OBJECTIVE

To secure a challenging position in a reputable organization to expand my learning, knowledge and skills.

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## EXPERIENCE

### Junior Accountant

Medanta S.N. Super Speciality Hospital – Sri Ganganagar Raj

14 Aug-2021 – 28 Feb-2022

**Responsibility** -TPA, RGHS IPD Billing Related (Track Payment Received Deducted)

### HR Executive (Administrative)

DR. S.S. Tantia MCH & RC (Jan-Sewa Hospital) Sri Ganganagar Raj.

**Responsibility**- Doctors Share Part Excel Report Monthly, Cao Office Administrative

Work And HR Related ( New Doctor And Staff Joining And Veriffing By Upper Level

Management And All Detail Update Timely In Software. Staff Biometric and

Administrative Related Work In CAO Office

**1<sup>st</sup> March 2022 To Till Date**

## EDUCATION

### MBA (Finance Management) Appearing

Suresh Gyan Vihar University, Jaipur Raj.

### M.Com (BADM) 2020

Rajasthan University, Jaipur

### B. Com 2018

University Commerce College, Jaipur Rajasthan

### 12<sup>th</sup> (Commerce ) 2015

Rajasthan Board of Secondary Education Ajmer

### 10<sup>th</sup> (All Subject) 2013

Rajasthan Board of Secondary Education Ajmer

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## EXTRA ACTIVITIES

Certified Industrial Accountant from Jaipur Rajasthan

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## COMPUTER EFFICIENCY

M.S Excel

MS. Word.

Computer Knowledge

## **DECLARATION**

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

## **PERSONAL INFORMATION**

NAME- SATISH

F. NAME – SH. RAMNIWASH

DOB -15-02-1997

MARITAL STATUS – MARRIED

**SATISH**