***CURRICULUM VITAE***

***SONALIKA SINGH***

Present Address

H.No-56, Gali no 1, 25 Feet Road

Baba Colony, Burari, Delhi-110084

Mobile- 9810224467

Email ID: sonalika486@gmail.com

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| OBJECTIVE |

*A challenging career that will enable me to enhance my competencies and skill and also enable me to expose my talent to reach the heights of success.*

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| EDUCATIONAL QUALIFICATION  |

12th passed from CBSE Board in 2012.

 B.A Programme Passed from Delhi University in 2015.

Pursuing MA in History from IGNOU.

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| OTHERS QUALIFICATION |

Basic knowledge of Computer.

1. Microsoft office Word.
2. Microsoft office excels.
3. Microsoft office Power Point.

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| WORK EXPERIENCE  |

As a Desk Executive including TPA work, Phone Handling, Billing process, Admission and Discharge of the Patients and my first consent is Patient Satisfaction in Nulife Hospital, G.T.B. Nagar Delhi-110009, since 15 Nov. 2012 to till date.

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| PERSONAL DETAILS |

Father’s Name : Late. Shri D.P SINGH

Date of Birth : 4th Feb 1992

Sex : Female

Nationality : Indian

Marital Status : Unmarried

Language known : Hindi & English

Religion : Hindu

Hobbies : Listening a song and interested in

 Work with computer.

Date: \_\_\_\_\_\_\_\_ (SONALIKA SINGH)

Place: DELHI (Signature)