

Kritzia N. Diaz Moret

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OBJECTIVE

Actually believe passionately in the field of labor to implement and expand my knowledge in admisión to contribute the growth of the company.

EDUCATION

INTERAMERICAN UNIVERSITY, GUAYAMA, PR

TECHNICAL CERTIFICATE IN BILLING HEALTH SERVICES, 2013

VOCATIONAL SCHOOL MARIA SOCORRO LACOT

DIPLOMA 4TH YEAR ADMINISTRATIVE ASSISTANT, 2009

EXPERIENCES

PFIZER CONSUMER HEALTHCARE - GUAYAMA, PR

Operator of Packaging, August 2013

- ® Handling documentation
- ® Quality inspection of the consumer product
- ® Use of equipment for packaging
- ® Transport of finished product localization

SOUTHERN HEALTHCARE - GUAYAMA, PR

Technical in Health Services , December 2012

- .. Preparation of records
- .. Check medical records
- .. Costumer Service

SKILLS AND ABILITIES

Domain of spanish/english, Communication skills,regulatory knowledge, Codification of Diagnoses and Procedures, Work as a team and working under pressure, Excellent manual dexterity, organized and enthusiastic.

REFERENCES

AVAILABLE TO BE REQUIRED.
