

Sun Pharma Job Seeker – Remote Jobs For Medical Assistant Post

Hiring organization
Sun Pharma

Job Location

India
Remote work from: IND

Date posted
March 2, 2024

(adsbygoogle = window.adsbygoogle || []).push({});

Valid through
31.08.2024

Base Salary

USD 16 - USD 27

APPLY NOW

Qualifications

12th Passed

Employment Type

Full-time

(adsbygoogle = window.adsbygoogle || []).push({});

Description

Sun Pharma Job Seeker

We are seeking a highly motivated and organized Medical Assistant to join our team. In this role, you will play a vital role in supporting our healthcare professionals by providing administrative and clinical assistance. You will be responsible for a variety of tasks, including scheduling appointments, preparing medical records, and assisting with patient care.

(adsbygoogle = window.adsbygoogle || []).push({});

Sun Pharma Jobs Near Me

Responsibilities:

- Schedule appointments, manage patient flow, and ensure timely communication with patients and healthcare providers.
- Prepare and maintain accurate medical records, including patient histories, progress notes, and correspondence.
- Assist healthcare professionals with examinations and procedures, ensuring a clean and sterile environment.
- Perform other administrative duties as assigned, such as answering phones, filing paperwork, and responding to emails.

(adsbygoogle = window.adsbygoogle || []).push({});

If You Want to Get Notifications about Various Jobs, Join our Telegram Channel Now and Get notified Daily about the Latest Jobs



Sun Pharma Careers

Skills:

- Excellent organizational and time management skills
- Strong communication and interpersonal skills
- Ability to work independently and as part of a team
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
- Familiarity with medical terminology a plus

Tags: sun pharma,sun pharma recruitment,medicine company job recruitment 2024,sun pharma q1 results 2024,sun pharma vacancy,pharmacist recruitment 2022,recruitment 2023,pharma company job vacancy 2024,sun pharma interview,private job recruitment 2023,company job recruitment 2023,sun pharma share,pharma jobs,government pharma company jobs in india,medicine job recruitment,medicine warehouse job recruitment,best medicine job recruitment

If You Want to Get Notification about Various Jobs, Join our WhatsApp Channel Now and Get notified Daily about Latest Jobs



Important Links

Find the Link in [Apply Now](#) Button

(adsbygoogle = window.adsbygoogle || []).push({});

(adsbygoogle = window.adsbygoogle || []).push({});