**CURRICULUM VITAE**

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|  | **VADNER DUMALA** |
| **Ravi pandit Rathod** | **NASIK ROAD, NASIK.** |
| **Mobile no. 09730760735** | **MAHARASHTRA.** |
| **e-mail id: rvrathod317@gmail.com** | **PIN: 422 401** |

**Objective:**

To pursue a highly rewarding career, seeking for a job in a challenging and healthy work environment where I can utilize my skills and knowledge efficiently for organizational growth.

**Educational Qualification:**

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| **EXAMINATION** | **BOARD/ UNIVERSITY** | **SCHOOL / COLLEGE** | **YEAR OF PASSING** | **Percentage %** |
| ITI | Mumbai | Govt. I.T.I College,  Satpur, Nashik | 2013 | 68 |
| HSC | CBSE BOARD | Kendriya Vidyalaya no. 1, Devlali,  Nashik | 2010 | 60.8 |
| SSC | CBSE BOARD | Kendriya Vidyalaya no. 1, Devlali,  Nashik | 2007 | 49.2 |

**Professional Experience:**

1. **Medusind solutions india private limited**, Position: -Senior Client Service Executive (RCM voice process), Ahmedabad, Gujrat
2. **veinas machinery india private limited,** Position:- Sales engineer, Ahmedabad, Gujrat
3. **WNS Global Services, Nashik, M.H**

* Department: Healthcare, Insurance claim process (Allstate Insurance company)
* Position & tenure: Associate. From: Sep 2016 to June 2022.

1. Worked in Luckydeep air conditioning for 1 Year as Computer operator.
2. Worked in Blazemedia Services (Newspaper Agency) as a proofreader and handled all Back office work for 3 Years.

**Advanced techniques known:**

Identify Medical Record And Bills

* + Sort as per professional and facility type
  + Identify Bills type like UB and CMS
  + Identify Rev code, CPT code, ICD code
  + Identify Dental procedure Code
  + 3rd Party Insurance claim check and Identify
  + Solving problem related to vehicle accident claim
  + Inbound and Outbound international calling and also Domestic call handing

**Strengths:**

* Aptitude to learn and deliver best technical and commercial knowledge under a team environment.
* Optimistic and confident outlook towards career and life.
* Excellent communication skills.
* Capability to understand and adapt to New Environments & Technology.
* Management skills.
* Team work
* Leadership quality.

**Computer and software skills:**

* **Operating System**   :MS Windows 10,11
* **Office productivity Tool**  :MS Office
* **CCC** **:** Course On Computer Concepts
* **Autocad** **:** 2D+3D (A grade)
* **English typing** **:** 30 wpm “A” Grade
* **Tally ERP 9 with “A” Grade**

**Hobbies**

* Judo. National Gold medalist. Athletics.

**Personal Information:**

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| Date of birth |  | : 23rd May 1987 |
| Languages known |  | : Marathi, English, Hindi. |
| Current Location |  | : Nashik. |
| Father name |  | : Pandit Rathod |
| Marital status |  | : Married |
| Sex |  | : Male. |

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

**PLACE: Ahmedabad**  **Ravi Pandit Rathod**