Shubham Das
Sehrawak (Sidak), Sec 95, Gr. Faridabad 121101
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Objective: Dedicated and skilled BCA graduate from Aravali College of Engineering and Management with a strong passion for database management and development. Intermediate in SQL, Database design and visualization tools. Having Expertise in HTML, CSS and MS Office. Excited to contribute to a dynamic team.

Education:

I.   ARAVALI COLLEGE OF ENGINEERING AND MANAGEMENT
Bachelor of Computer Applications (BCA)
CGPA: 8
Graduated: Oct. 2023

II.   Swayam - NPTEL
Certificate in The Internet of Things (IoT)
Completed: April 2023

Professional Experience:

Data Analyst at Impex Hitech Rubber Pvt Ltd (March 2023 – October-2023)

- Key responsibilities: -Analyze current and past Quotational data.
- Look at recent Quotation performance and identify trends
- Prepare reports on the above information and communicate the insights of these reports to the broader business.
- Consult with the management team to develop long-term commercial plans.
- Suggest budgets and improvements based on the above information.

Process Associate, Payment Posting Department at DATA SOLUTIONS INDIA (Dec 2023 – May 2024)

- Managed and processed payments efficiently in the Payment Posting department.
- Worked extensively with denial codes and supported the aging team.
- Gained comprehensive knowledge of ICD, CPT, HCPCS codes.
- Basic knowledge of scrubbing claims and interpreting Explanation of Benefits (EOB).
- Know how to fetch EOBs from various clearinghouses like Trizetto, Waystar, and websites like Eyemed, Spectera, VSP, Zelis.
- Software Proficiency: Crystal (best expertise), Revolution, and Compulink.

Technical Support Executive at Edunext Technologies Pvt. Ltd.   (Currently Working)

- Assisting clients with Fee Management, Finance Management, Employee Payroll, and Inventory Management.
- Handling complex technical challenges needing extra time and attention.

- Testing bugs and verifying backend work before delivering to clients.

- Discussing new requirements with clients, offering workarounds, or forwarding concerns to relevant departments.

- Providing software training and assisting clients with new features and updates.

Certifications and Training:

- HIPAA Training
- 5S Training: Principles of Work Environment Improvement
- Kaizen Training: Philosophy of Continuous Improvement of Working Practices, Personal Efficiency, etc.

Skills:

- Database management: MySQL, PostgreSQL, including Database design and optimization.
- Data Visualization: Power BI for creating insightful data and reports
- MS Office Suite: Excel, Word, PowerPoint for documentation and presentation.

Personal Strengths:

- Strong analytical and problem-solving skills.
- Ability to adapt to new challenges and learn quickly.
- Effective time management and organizational skills.
- Excellent communication and interpersonal skills.

Sign: Date: