VALLEPU ANIL KUMAR

Process Associate

To be a part of an organization that offers me consistent progression. To obtain a position where I can utilize my strengths, knowledge, and abilities to contribute to the organization's success and to demonstrate that I am an asset to the organization's growth.

vishnuk4185@gmail.com ✉

7036661375 📱

Chinna Cherlapally, silver oak apartment, Hyderabad, India 📍

27 September, 1995 📅

WORK EXPERIENCE

Process Associate
Genpact Pvt Ltd

11/2017 - 2022

Achievements/Tasks

- Got trained and certified 3 different process by the client HAR
- Reviewing open AR and reconciling the million dollar report and sharing the observation to the client.
- Applying the payments to the accounts receivable and preparing daily inflow and assign work to the team.
- Identifying the payment from account receivable through different portals and calling to the insurance
- Preparing the different types of reports and sharing the observation to the client.

Senior Process Associate
Eclat health solutions

01/2023 - Present

Achievements/Tasks

- It's a Revanue cycle management, I worked deals with mental health and patients. They will book this appointment for further.
- So we need to check their benefits and eligibility Details
- we need to make a call for every insurance to get and to get correct update benefits
- I am giving training to the new joining folks and working on multiple elective like new patient and establish patient

EDUCATION

B.Com (General)
Anish College of commerce

2014 - 2016   *70%*

Intermediate (CEC)
Nalanda junior college

2012 - 2013   *65%*

Secondary School
M R R High school

2011   *80%*

SKILLS

Tally   MS office   MS Excel

Good grasping power   Self confidence

Quick learner   Responsible

ACHIEVEMENTS

Achieved performance Awards for consistent months

LANGUAGES

Telugu
Native or Bilingual Proficiency

English
Professional Working Proficiency

Hindi
Professional Working Proficiency

INTERESTS

Reading papers   Listening songs   Cooking food