

RESUME

Katam Narendra goud

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Career Summary:

To acquire advanced knowledge in my concern. Seeking a challenging career where my academic excellence will add value towards Organization and personal growth.

Educational Qualifications:

Course	Institution / University	Year of Passing	% Attained
B.COM (General)	Princeton Degree & Pg college/ Osmania University	2021	71%
INTERMEDIATE	Sai Shivani Jr college/ BOARD OF INTERMEDIATE	2016	55%
SSC	GR Grammar school	2014	45%

Technical Skills:

- Operating Systems: Microsoft Windows XP
- Good hands on typing and numeric keys
- Computer hardware
- Good hands on Internet browsing and email communication.
- Good knowledge on Digital marketing and email marketing Aspects
- Good Hands on APM E clinical works(ECW) and Next Gen(NG)

Experience:

Optum Global solution pvt ltd

6 months experience in collection representative (US Healthcare/AR)

Roles n responsibilities:

- Follow up with the payers on open claims beyond a reasonable time period to identify it's accurate action.
- Analyze denials from insurances, verify its authenticity, understand causes and resolve them.
- Ensure claims are followed up as per assigned ticklers within the stated time period.
- Manage aging on the assigned work file.
- Responsible for analyzing an account and taking the correct action.
- Ensuring that every action to be taken should be resolution oriented whilst working on the specific task/case assigned.

Inventurus Knowledge solution private Limited (IKS)

20 months experience in Revenue cycle representative (US Healthcare/AR)

Project: 20 months experience in Digital Ninja (Team communication)

Roles n responsibilities:

- Follow up with the payers on open claims beyond a reasonable time period to identify it's accurate action.
- Analyze denials from insurances, verify its authenticity, understand causes and resolve them.
- Ensure claims are followed up as per assigned ticklers within the stated time period.
- Manage aging on the assigned work file.
- Responsible for analyzing an account and taking the correct action.
- Ensuring that every action to be taken should be resolution oriented whilst working on the specific task/case assigned.

VNK4U Consulting private Limited (Vtax filing)

2 years experience in Business Development specialist

Roles n responsibilities:

- Responsible for addressing customer communication (like resolving queries related to taxation to New and Existing clients)
- Answering certain simple queries that client's may want us to respond while deciding to choose vtax filing as service provider.
- Tracking document flow
- Taking payments for the filing of their tax returns

Strengths:

- Positive attitude and enthusiastic in teamwork
- Ability to adapt to any environment

- Self - Confidence and Hard Working.
- Quick Learn
- Good leadership qualities

Personal Details:

Name : Katam Narender goud
Father Name : Katam Raju goud
Date of Birth : 16-02-1999
Age : 25
Gender : Male
Marital Status : Single
Nationality : Indian
Languages Known : English,Hindi,Telugu

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.

Date :

Place :

(K Narender Goud)