

**Jansi Robert**

Address: D/o Selvaraj Robert Ningapur peth Ramdurg,  
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**Professional Summary:**

Conscientious in Medical Billing as Client specialist over 1 year and 2 months of experienced. Looking for an opportunity to build skills while gaining experience and knowledge.

**Educational Qualification:**

Course	Institution	University/Board	Year of Passing	percentage
B.Com(cs)	Karnatak Arts college dept. of management studies Dharwad	Karnatak University Dharwad	2021	60.84%
PUC	Basel Mission Pre university College Dharwad	Karnatak University Dharwad	2018	55%
SSLC	Cambridge English Medium School Ramdurg	Karnataka Secondary Educations Board Bangalore	2016	71.64%

**Summary of skills and Strengths:**

- Self-motivator
- Positive thinker
- Communication Skills
- Presentation skills
- Leadership Skills

**Experience:** 1 year and 2 months experience in Access Healthcare Chennai as Client specialist.

- Handled a high volume of phone calls regarding US patient benefits, eligibility, claims, premiums payment and pension plans.
- Reviewed and processed participant records and legal documents, account numbers, Addresses.
- Analyzed and escalated complaints, issues and grievances to designate departments for investigation and response.

**Personal Details:**

Father's Name: Selvaraj Robert

Mother's Name: Merry Selvaraj Robert

Date of Birth: 27<sup>th</sup> March, 2000

Hobbies: Cooking, Listening to songs and singing songs

Language Proficiency: Kannada, English and Tamil

**Declaration:**

I hereby, declare that the information mentioned above is true to the best of my knowledge.

Place:

Date:

Yours Faithfully

(JANSI.S)

