

Deven Goyal

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Productive employee with proven track record of successful project management and producing quality outcomes through leadership and team motivation. Works with clients to determine requirements and provide excellent service.

EXPERIENCE

AR Associate

Sep 2022 - Present

Knack Global, Chandigarh

- Reviewed patient records, identified medical codes, and created invoices for billing purposes.
 - Communicated with insurance providers to resolve denied claims and resubmitted.
 - Verified insurance of patients to determine eligibility.
- Processed vendor and supplier payments on weekly basis.

Linguist

Aug 2020 - Aug 2022

Krishna Translations, Chandigarh

- Negotiated and managed third-party contracts related to project deliverables.
- Sourced, vetted and managed vendors needed to accomplish project goals.
- Achieved project deadlines by coordinating with our linguists and clients to manage performance.
- Detailed attention to the client's instructions, requirements and guidelines.

EDUCATION

Master's Degree - Translation Studies

Jul 2020 - Aug 2021

Panjab University, Chandigarh

Post Graduation Diploma in Translation Studies.

Bachelor of Commerce (B.Comm.) - Business and Commerce

Jul 2017 - Aug 2020

DAV College, Panjab University, Chandigarh

SKILLS

Expert in: Desktop Publishing, Brightree, Acu-insight, Subtitling

LANGUAGES

English
Hindi
Punjabi