

KRISHNA VENI P

Transaction processing associate

Ph. No: 80159 21637

Mail: vidhya19896@gmail.com

Objective:

To secure a position with a stable and profitable organization, where I can be a member of a team and utilize my business experience to the fullest.

Professional Experience:

E-Centric Consultant: Accenture Pvt Ltd | Chennai

Transaction Processing New Associate | February 2017 – December 2017

- Claims adjustment and auditing.
- Reviewing and primary analysing and secondar carrier.
- Auditing onsite associate's Claims.
- Complete knowledge of solving the Claims edits.
- Complete knowledge on all the functions such as " Data Capture, Missing information, Enrolment, Maintenance and shared mailbox queue".

Primus Consultant: Accenture Pvt Ltd | Chennai

Transaction Processing New Associate | January 2018 – May 2018

- Accomplish daily enrolment, plan changes, reinstatement and termination reviewing the applications provided by end user Keying the application Information into the enrolment database provided by the Client.
- Gathering the missing Information in an application through a function missing Information to complete an enrolment.

Accenture Pvt Ltd | Chennai

Transaction Processing Associate | May 2018 – October 2019

- Developed a comprehensive repository of process documentation, streamlining knowledge sharing and enabling seamless onboarding of new team members.
- Organizing and maintaining loan documentation in accordance with established filing systems and procedures. Ensuring the secure handling and storage of sensitive and confidential loan documents.
- Contributed to monthly reports summarizing key process metrics.
- Provided essential support in managing high volume workloads, efficiently clearing tasks within cut-off timelines to ensure operational efficiency.
- Consistently met and exceeded daily production targets, showcasing a commitment to quality and efficiency in task completion.
- Conducting quality checks on loan documents to ensure accuracy, consistency, and adherence to established standards. Performing audits or reviews to identify any potential errors, omissions, or deficiencies in loan documentation.

Education:

- BA (Economics) | Madras University | 2016 | Percentage: 64.00%
- HSC (Accounts with Computer Science) | State Board | 2013 | Percentage: 76.00%

Skills:

- Good Communication Skill.
- Honest sincere with high level of integrity.
- Easy adaptable to any situation.
- Committed to deadline and schedules.

Technical Skills:

- Typing – English (Higher).
- Computer Knowledge – Ms-Office.

Languages:

- English | Tamil

Personal Details:

Spouse Name	:	PERUMAL A
Date of Birth	:	25 / 03 / 1996
Nationality	:	Indian
Religion	:	Hindu
Address	:	19 Saraswati Nagar Nedumbuli, Panapakkam post, Ranipet – 631 052

Declaration:

I, Krishna Veni declare that above information true, complete, and correct best of my knowledge.

Thanking you.

Krishna Veni