**KRISHNA VENI P**

**Ph. No**: 80159 21637

**Transaction processing associate 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**