CURRICULUM VITAE

K.V.NAGARJUNA

H.No.30-154, F.No. S-D

Chandragiri colony, Near Nalanda School email: chinu991@gmail.com

Safilguda, Secunderabad – 500003, T.S. Mobile No: 9030118405

To pursue a challenging career in a reputed organization that gives me an opportunity in applying my knowledge and acquire new skills to work closely with highly experienced professional and improve myself.

**Academic Qualification**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No** | **Name of the Course** | **College** | **University / Board** | **Year of Passing** |
| 1. | B.Com (Com) | Sardar Patel College | Osmania university | 2014 |
| 2. | Intermediate | B.S.R.V. Naidu Junior College | Board of Intermediate Education | 2011 |
| 3. | S.S.C | Gujarati High School | Board Of Secondary Education | 2009 |

**Computer Skills**

* Amazon Web Services
* MS-Office

**Professional Experience**

**United Health Group Mar 2015 – Till date**

**Performance:**

* I used to meet my targets on daily basis and I also used to solve queries of  my team mates while working as I am good team player.
* My performance is beyond the expectations of the given targets and always ready for the people who seek my help.
* Created a milestone of **875 (193 Target)** of claims processed in a single day.

**Extra Initiatives apart from my performance:**

* Always ready for helping people as I am a good team player.
* I took training sessions for the specialty in which I was trained and used to support for the same.
* Publish reports of team mates on hourly basis every day to help them to know their own productivity and quality scores.
* I used to clear all suspends of my buddies and other team mates which has to cleared on time. with coordination of SME we were cleared the claims assigned to me and my team.
* Allocation of claims every hour and publish missed claims replies to the team mates to for time clearance.
* Managed a high volume pending claims at peak times.
* I used to complete a given task without fail on time and also ready for help team mates claims done on time within TAT.

**Strengths**

* Self confidence
* Hard working
* Fast decision making
* Quick learner

**Interest and Activities**

* Listening Music
* Playing Games

**Personal Details**

Name : K.V.NAGARJUNA

Fathers Name : K.A.VENKATESHWAR RAO

Date of Birth : 13/02/1994

Religion : Hindu

Mother Tongue : Telugu

Marital status : Single

Nationality : Indian

Languages known : English, Telugu and Hindi

**Declaration**

I hereby declare that all the above mentioned details are true to my knowledge and I shall be very thankful to you if I get an opportunity to serve your organization.

Date:

Place: (K.V.NAGARJUNA)