CURRICULAM VITATE

Akash

Address :- Sir Niwas,

Rajendra Sarovar, back of power house

Chapra, BIHAR- 841301.

Mobile-7004049713, 8603888515

Mail Id: raja.archana.singh6@gmail.com

CAREER OBJECTIVE

I seek to apply my knowledge in a height challenging and continuously growing atmosphere that can provide me good opportunities to grow intellectually, technically and professionally with organization goods and objectives.

ACADEMIC QUALIFICATION

- ➤ 10th Class Passed BSEB Board.
- ➤ 12th Class Passed BSEB Board.
- GRADUATED From JAI PRAKASH UNIVERSITY.

SKILLS

- ➤ MS Office
- Adaptable
- Communication Skills
- > Reliable and Resilient
- Organized
- > Team Leader

EXPERIENCE

➤ ASSOCIATE RISK CONTROL UNIT, Bharti-AXA Life Insurance

Feburary 2019- Present

- ➤ Conduct RCU Check on referral basis through system oriented tool check the authenticity and genuineness of the business sourcing.
- Assignment to Various Investigator Agencies to rule out the ground findings (i.e. profile & heath) to reduce the no of claim cases at very initial level.
- ➤ Handling the post Issuance verification for entire North& east region to save the costing of the company as much as possible and decrease the no at the claim stage.
- ➤ Handling Managing Vendor billing month on basis as per their scope of work and agreement.
- Publishing Weekly Zone Wise MIS and Interaction with sales on a daily basis to ensure the profile verification of cases within a tat or resolving issues or queries upfront for appropriate closure.
- ➤ Publishing daily MIS for North & East region to check the productivity of the vendors and efficiency of closures.

EXECUTIVE BRANCH OPERATIONS, Bharti-AXA Life Insurance

August 2017- January 2019

Front Desk responsibilities, Customer Handling, Case Login, Claim Processing, Naaf Login, Renewal Collection, Quality Check.

PERSONAL INFORMATION

- ➤ DATE OF BIRTH:- 16th DEC'89
- > Father's Name:- Mr. Satyendra Singh
- ➤ Gender:- Male
- Marital Status:- Married
- ➤ Nationality:- Indian
- Religion:- Hindu

Akash