

RESUME

Manikandan B

No: 63/5, Kattoor street,
Papanaickenpalayam,
Coimbatore-641037.
Tamilnadu.

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Career Objective

Looking for a challenging role in a reputable organization to utilize my technical, database, and management skills for the growth of the organization as well as to enhance my knowledge about new and emerging trends in the BPO sector.

Experience Summary

- 1.3 year of Process Executive (PE),
- 4 Years of Senior Process Executive (SPE)

Professional Experience

Cognizant Technology Solutions Pvt Ltd

Coimbatore, TN.

Designation: Senior Process Executive

Date of joining: 07/09/2016

Role & Contribution

- Provide timely processing and adjudication of claims.
- Adjudicating both Professional and Institutional claims
- Respond to appeals and resolve dispute to specific claim issues.
- Maintaining service form and process the claims.
- Bring to notice special policy matters to the attention of the management
- Take additional responsibilities in a team.
- Conducting and training up junior and new Folks.
- A key member role in my Team.
- Maintaining the pend management and find the invalid pend details to tackle the pend accuracy in team.
- Maintaining internal audits and share the feedbacks to the Associates to meet their quality parameters.
- To maintain the accuracy, and achieve the daily targets.
- Addressing any questions or quires promptly and politely.

Cognizant Technology Solutions Pvt Ltd

Project	Centene
Client	Health Net – USA
Description	Health Insurance – The Process of paying or denying claims submitted after comparing them to the coverage or benefit requirements.
Role	Senior Process Executive (Claim Adjudication)
Responsibility	Due to Project requirement worked in end to end process and also supporting for multiple teams. (HMO,POS,PPO and PDR). Adjudicating both Professional and Institutional claims

Awards

- **Ace of Rookies** - (Training time best performance certification in CTS)
- **Game Changer & Spotlight** - (Process time Best Performance certification in CTS)
- **Unicorn** – (Spreading high Performance and quality certification in CTS)

Educational Qualifications

- ⇒ **Graduation: Bachelor of Commerce with Professional Accounting (B.Com P.A)**
University: Bharathiar University.
College: Hindustan College of Arts & Science, Coimbatore.
Completion: 2016 | Percentage: 62%
- ⇒ **Board of Higher Secondary Education.**
R.K.S Hr Sec School.
Completion: 2013 | Percentage: 82%
- ⇒ **Certificate of Secondary Education.**
R.K.S Hr Sec School.
Completion: 2011 | Percentage: 75%

Personal Information

Date of Birth : 21/03/1996

Father's Name : Balakrishnan S

Permanent Address : No: 63/5, Kattoor Street,
Papanaickenpalayam,
Coimbatore - 641037.
Tamilnadu

Languages Known : English, Tamil

Declaration

I hereby declare that the information and facts stated above are true and correct to the best of my knowledge and belief.

Place:

Date:

(Manikandan B)