**CURRICULUM VITAE**

**JITESH VASWANI**

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**OBJECTIVE:**

To work with an organization where I can learn more and improve my abilities. My aim is to grow with an organization and contribute fullest on my part in te achievement of organization goals.

**EDUCATIONAL QUALIFICATION:**

* Graduation completed (B.com) in 2015.
* Passed secondary education from Rajasthan board of education.
* English Medium (B.V.B. Academy H.S.S. School) in 2010.
* Passed Higher Senior secondary education from Rajasthan board of education.
* English Medium (B.V.B. Academy H.S.S. School) in 2012.

**COMPUTER QUALIFICATION:**

* Basic knowledge about computer.
* Web tools: - Internet & E-mail technologies.
* Basic knowledge in Ms Excel.

**WORK EXPERIENCE:**

* Process Associates, GENPACT July 2015 – Present
* Awarded Bronze awards by GENPACT for outstanding performance.

**PERSONAL PROFILE:**

* Hard working, well discipline.
* Good communication and presentation skills.
* Honest and responsible nature.
* Knowledge in marketing field.

**WORK SUMMARY:**

* Worked with HRCM (Health Revenue Cycle Management) as AR Specialist (Collections & Denials).
* Work Profile is to making calls to health insurance companies for denied claims in order to process the claims for generating the cash.
* Minimise bad dept risk and maximize accounts receivable collections.

**PERSONAL DETAILS:**

Name – JITESH VASWANI

Sex – Male

DOB – 13-01-1994

Marital Status – Bachelor

Language Known – English, Hindi, Sindhi,

Hobbies – Bike Riding, Music, Reading & Writing

All the above furnished data is true to the best of my ability and knowledge.

I assure to give my best performance in your organization.

Thank You.

Best Regards,

**JITESH VASWANI**