

RIDDHI PATIL

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To Excel Professional in a growth Oriented Organization.

SYNOPSIS

- ❖ An enthusiastic Experienced with highly motivated attitude.
- ❖ Eager to learn new technologies and methodologies.
- ❖ Always willing to innovate new things which can improve the existing process.

PERSONALITY TRAITS

- ❖ Highly motivated and eager to learn new things.
- ❖ Ability to produce best result in pressure situations.
- ❖ Excellent communication skills.
- ❖ Ability to work as an individual as well as in group.

ACADEMIC CREDENTIALS

- ❖ SSC - Air India Modern School - Mumbai.
- ❖ HSC - (Science stream) from St. Mary Junior College, Mumbai.
- ❖ Graduation - Bachelor of management Studies from M.L. Dahanukar College.

WORK EXPERIENCE

Joined Gebbs Healthcare Solutions as an AR specialist now promoted as a Line Trainer in November 2021 (August 11th 2021 still working)

- ❖ Started working with Gebbs Healthcare solution as a facility (Specialist) got promoted as a Line trainer in November 2021
- ❖ Experience Knowledge of End-to-End RCM.
- ❖ Deep knowledge about Denial Management.
- ❖ Analysis of the data with knowledge of Excel.
- ❖ Inventory management, meeting Targets.
- ❖ Research and resolve medical billing Issues and Invoicing Problems.
- ❖ Attending client calls and leading the meeting related to projects.
- ❖ Provided the Client specific training to the new batches consist of 30 users.
- ❖ Handling the inventory and OJT batches.

Working as a Senior Associate with Access Healthcare (Pune) Since August 2020 till July 2021

- ❖ Research and Resolve medical billing Issues and Invoicing Problems.
- ❖ Resolving Medical Accounts and generating income from insurance companies.
- ❖ Calls and Email support for ledger accounts.
- ❖ Always meeting the targets on time.
- ❖ Meeting Client requirements with in time line.

Worked as a Associate with Gebbs Healthcare Solutions Since November 2018 till July 2020

- ❖ Research and Resolve medical billing Issues and Invoicing Problems.
- ❖ Resolving Medical Accounts and generating income from insurance companies.
- ❖ Attending client calls and leading the meeting related to projects.
- ❖ Implementing new processes.
- ❖ Calls and Email support for ledger accounts.
- ❖ Always meeting the targets on time.

Worked as a Customer service executive with Hexaware Technologies since February 2018 till November 2018

- ❖ Calls and Email support for Visa Felicitation Process.
- ❖ Presented with training opportunities to train new joiners and mentor them.
- ❖ Always meeting the targets on time

Worked as a Cinepolite Associate with Cinepolis India Since August 2017 till February 2018

- ❖ Managing Inventory
- ❖ Attending Customers and helping them with navigation the movie places
- ❖ Ticketing for Upcoming Show.

ADDITIONAL COURSES

HTML & Excel.

LANGUAGES KNOWN

English, Hindi, Marathi.

INTERESTS

Music, Travelling, Eating Out, Making Friends, Cycling, Riding, & Painting.

PERSONAL DETAILS

Date of Birth : 10th November 1996.

Marital Status : Single

Present Address : 603, River Retreat A-Wing, Casa Rio, Palava City, Kalyan Shil Road, Dombivli East,
Maharashtra 421204.

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