

Dharmesh Sehgal

AR Specialist in medical billing

114, janta colony road, janta colony, Jaipur 302004, Raj.
(889) 036 2868
sdharmesh245@gmail.com

EXPERIENCE

Knack Global Pvt LTD., Jaipur — *Senior Process Associate*

August 2019 - PRESENT

- Met month-end reporting objectives and deadlines.
- Identified and resolved process issues to encourage smoother procedures, more efficient workflow and overall business growth.
- Partnered with cross-functional teams to conduct thorough discovery and due diligence on existing processes.
- Supervised team of 10 accounting associates, answered questions and resolved issues efficiently.
- Maintained working knowledge of latest industry techniques, methods and equipment.
- Participated in special projects upon request from department manager.
- Developed and executed plans to monitor standard process adherence.

EDUCATION

KK Foundation Senior Sec School, Jaipur — *Senior Secondary*

July 2011 - May 2012

Rajasthan University, Jaipur — *B Com.*

Sep 2013 - Apr 2017

SKILLS

Calculations and analysis

Attention to Detail

Teamwork and Collaboration

Excellent Communication

AWARDS

Academic award in Debate in 11th standard

Employee of the quarter for Nov 2019

LANGUAGES

Hindi

English

Bengali

Rajasthani

Punjabi

Interests

- Book Reading
- Listen to music
- Play Badminton

