

**Hello**

**I'm Manish Singh**

**Jaipur**

India, 301414

**+918003092456 Manishofficial44@gmail.com**

## **PROFESSIONAL SUMMARY**

To obtain a position that will allow me to utilize my skills experience and willingness to learn in making an organization successful.

## **CAREER OBJECTIVE**

To obtain a position that will allow me to utilize my skills experience and willingness to learn in making an organization successful

## **EXPERIENCE**

**Pacific Global Inc., Noida, India Working as an AR Service Specialist**

July 2021 – Present

**Knack Global Pvt Ltd, Jaipur Worked as an AR Service**

**Specialist** February 2020 – July 2021 (16 Months)

**Teleperformance, Jaipur. Worked As A Customer Service Executive For Amazon**

July 2019 – February 2020 (8 Months)

## SKILLS

- RCM Cycle
- AR
- Denial Management
- Credentialing
- Prepare & segregate insurance appeals
- Submit Claims through electronic mode
- Coordinate with insurance
- Medical Billing Abbreviation
- Strong verbal communication
- Team liaison
- Process improvement

2

## EDUCATION

- **University Of Rajasthan, – Bachelor of Arts.**

- **Apporv Public School, Rajgarh - 12th**

April 2013 - July 2014

Chemistry, Physics, Biology, English & Hindi

- **Govt. Sr. Sec. School, Dhigawara - 10th**

April 2011- July 2012

## **AWARD**

Bagged first prize in state level Hockey Championship in 2011.

## **PERSONAL VITAE**

<b>Name</b>	-	<b>Manish Singh</b>
<b>Date of birth</b>	-	<b>11th June 1998</b>
<b>Hobbies</b>	-	<b>Traveling, Playing Hockey Reading Book.</b>
<b>Language Known</b>	-	<b>Can Speak, Read, Write Hindi and English.</b>
<b>Strength</b>	-	<b>Positive Attitude, Effective Presentation, Smart Working.</b>