

CURRICULUM VITAE

Vivek Singh

Y-192 Sec 12 Noida UP.

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OBJECTIVE:

To work in a challenging environment for growth and realization of complete self potential and to provide better services to community.

EDUCATIONAL CREDENTIALS:

Academic Qualification :-

- 10th passed from UK. Board
- 12th Passed From UK. Board.
- Graduation from Delhi University.
- Pursuing Post - Graduation from Delhi University

OTHER QUALIFICATION:

- Basic Knowledge of computer. Tally, MS World , MS Excel , MS Office, MS PowerPoint,
- Good Knowledge of Mailing & Letter Drafting.

WORK EXPERIENCE:

- **2.4 Year Experience in Frenetic Healthcare Pvt. Ltd.**

Roles & responsibilities-

As a AR for Health and Welfare Domain.

Handle AR Follow-up with Insurance for Claims/Appeal. Handle Eligibility and credentialing department.

Client interaction via Email and if required then on Call.

HOBBIES:

- Listening Music
- Reading Book, Workout ,

STRENGTHS:

- Have in Ability to learn quickly good team member.
- Hardworking & accept challenges.
- Good Communication,
- punctual, and Honest,

PERSONAL DETAILS:

Father's Name	: Mr. Pream Singh Thapliyal
Date of Birth	: 01-Jun-1997
Gender	: Male
Nationality	: Indian
Marital Status	: Unmarried
Language Known	: Hindi, English

DECLARATION:

I, here by solemnly declare that the above information is true & correct to the best of my Knowledge & belief.

Date:

Place: Noida (UP)

(Vivek Singh)