



DEVVRAT ACHARYA|PD| +4 years of Experience

MIS/ QUALITY-AUDITOR/SME/U.S. HEALTHCARE



+91-7821031119



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7/418, sector 7, malviya nagar, Jaipur, Rajasthan.



SUMMARY

A results driven, self-motivated and resourceful manager looking forward in making a significant contribution in a company that offers a genuine opportunity for individual as well company growth.

SKILLS

- Forward Thinking
- Extensive Industry Knowledge
- Team player
- Adaptability
- Interpersonal Skills
- Quick Follow-through
- Problem-solving

IT SKILLS

- M.S. Excel.
- MS. Office.
- M.S. Power Point
- Email Correspondence
- M.S. Outlook
- Web Browsing.

Key Strength

- Enthusiasm and Dedication.
- Leadership Qualities.
- Ability to manage time well.
- Well Communication Skills.
- Dynamic and Honest.

HOBBIES

- Listening Music
- Communicating with people.
- Browsing on Internet.
- Playing cricket, KHO-KHO and Athletics.

Disclaimer

Above information is true and I am ready to join for a suitable profile and package. Copies of the degree and other documents can be submitted as and when organization demands.

1st Process – (27th Feb. 2019 to 1st March 2020)

Entry Level (off-role) Process Associate – (Collection and Denial)

Key Responsibilities:

- Responsible for solving the denial comes from the insurance.
- Maintain the collection which comes from the insurance.
- Calls to insurance co. to resolve the denial issue so claim get paid.
- Maintain the TAT of accounts and touch the target collection criteria.
- Working on Age accounts and 80:20 ration systems. Maintain the billing system of client and worked with many portfolios.
- Once every detail is received, analyzing the pattern of production, portfolio touched in the month, last month collection, top amount portfolio and on basis of these figures help in forecast and help in making organization and business process analysis.
- Maintaining very healthy relationship and communication between clients and analyst team.

2nd Process – (March 2020 to June 2021)

(off-role) Sr.Process Associate – (Cash Application)

- Genpact Creditek process provides DME billing services to U.S. (Vancouver) Healthcare client. It has been involved in providing complete RCM (Revenue cycle management) solutions. The new organization will focus on enabling enterprises to succeed in the E-age by providing advanced RCM solutions & services and high-end BPO services.

Client: DME medical Billing

Key Responsibilities:

- Perfectly handled all the work types in related Cash Application.
- Responsible to reconcile the daily cash and prepare the MIS Dashboard and update trackers.
- Post the daily Cash and Denials which comes from the Insurance.
- Works Adjustment Requests which comes from the clients.
- Works with two different kind of Software's
- Responsible for working in close coordination with all team members.
- Working as business analyst amongst the different process amongst the same product (OTC)

3rd Process – (July 2021 to till now)

(On-role) Process Developer – (Correspondence)

Key Responsibilities:

- FT Biller U.S Healthcare.
- Check the received correspondence; ensure to resolve all billing related queries and conditions as per patient's requirement and do appropriate billing as per patient info provided.

- Performing Data analysis, Business process analysis, System analysis and Organization analysis for the business.
- **Quality Auditor for Accounts Receivables (Since July 2021)**

EMPLOYMENT HISTORY:

- **Genpact India Pvt. Ltd.**- Designation: Process Developer- U.S. healthcare -FROM: 27 Feb 2019- Till Date
- **Teleperformance India Pvt. Ltd.** -(Largest BPO in the world) Designation: Executive –Hilton- FROM: 13th Oct 2017 – 13 Feb 2019

Training & Projects:

HYBRID POWER SYSTEMS

- Study on "HYBRID POWER SYSTEMS" which consists of a combination of renewable energy sources. In this proposed system solar, wind power and hydroelectric with battery storage system is used for generating power.
- 2 months summer training at KOTA THERMAL SUPER POWER STATION (K.T.S.P.S), Kota(Raj.)

Achievements:

- 1st Prize winner in National Level Sports Meet 2016 and 2017 at GTC Campus Jaipur in KHO-KHO.
- 2nd Prize winner in 5th National Level Sports Meet 2016 at Jaipuria College Jaipur in KHO-KHO.
- 1st Prize winner in 4th National Level Sports Meet 2015 at Jaipuria College Jaipur in KHO-KHO.
- 2nd Prize winner in National Level Sports Meet 2014 at GTC Campus Jaipur in KHO-KHO
- Bronze award winner for best performer for year 2019 and 2020 at Genpact for our process.
- Silver award winner for best performer for year 2021 at Genpact for our process.

Certificates:

- MBD Talent Search Examination 2004-2005
- International Assessments for Indian School(English)

Personal Information:

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|------------------|---|---|
| • Father | : | Dr. Yogesh Acharya |
| • Mother | : | Mrs. Rajesh Acharya |
| • DOB | : | 30th June 1994 |
| • Nationality | : | Indian |
| • Marital Status | : | Unmarried |
| • Per. Address | : | Bharti Vidhyalay School ke Pass, ward 37, Indraprasth Nagar, Shivpuri, (M.P.) |

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Date :

Place :

DEVVRAT ACHARYA

"Thinking global and implementing that is my passion"