

VISHAL HOODA

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Objective:

To be a part of the ongoing Backend. I am looking forward to work in an organization where I am continually inspired to do better. I would like to be among the very best in my chosen profession.

Strengths include strong interpersonal skills, learning attitude, and ability to translate to the bottom line, innovative and meeting deadlines. I have a strong desire to excel and prove my competence through hard work, commitment, integrity and results.

ACADEMIC CREDENTIALS

Completed B.A– Delhi University (SOL) – 2017 Completed
Senior secondary –CBSE Board- 2014 Completed Secondary–
CBSE Board - 2012

Working Experience:

- o Worked with **CogniSol Technologies Pvt Ltd, Gurgaon** as an Senior ARExecutive from 24 April 2019 to 13 October 2021.
- o Worked with **Gebbs Healthcare Solutions, Hyderabad** as an Senior AR Facilities – AR from 27 December 2021 to 30 June 2022.

Job Responsibilities:

- o Review physician notes and obtain necessary clarifications where necessary
- o Prepare appropriate claim documents
- o Working on denials, AR Follow-Up, Appeals, and Websites Logins.
- o Follow up with insurance companies and ensure that all claims come to fruition.
- o In depth knowledge of preparing appropriate claim documents.
- o Mentoring new reps & creating their Key Responsibility Areas and following up and also making their productivity as per their performance and at the same time keeping in my mind about client satisfaction and retention
- o Ensure efficient identification and monitoring of suspicious activities and transactions.
- o Ensured the preparation and billing of complex client invoices in compliance with firm policy.
- o Assisted the billing coordinator with the set-up and maintenance of electronic invoicing systems.
- o ensuring accuracy and efficiency of operations, processing and monitoring incoming payments, and securing revenue by verifying and posting receipts.

Skills:

- o Risk assessment, Conflict management, Integrity, Integrity Keep updated Interpret data, Detail oriented, Communication, Problem solving.
- o Strong leader, experienced at managing a team and pushing them to meet company goals.
- o Expert at budgetary analysis and implementation of budgetary guidelines.

- Skilled problem solver, experienced at trouble-shooting all aspects of businessmanagement.
- Innovative thinker, always searching for new and improved methodologies to improve business operations.

Personal Details:

- Fathers Name : Vasudev Hooda
- Date of Birth : 02 Jan 1996
- Nationality : Indian
- Marital Status : Single
- Languages Known : English, Hindi

Self-Declaration: I assure that the above furnished details are true and original as per my knowledge and belief.

Place:

(Vishal Hooda)

Date: