

NILESH DHATAVKAR

842989234
nileshdhatavkar04@gmail.com
SK Rathod Marg, Mahalaxmi
Racecourse. Mumbai India
19/Dec/1996

Summary

To work in a firm with a professional work driven environment where I can utilize and apply my knowledge, skills which would enable me as a fresh graduate to grow while fulfilling organization goals.

Skills

MS office, Tally, Epic, 30 wpm
English typing

Interest

Gymnasium and cycling

Education

Jai Hind College

2014 - 2017

Bcom Accounts And Finance
Bachelor of commerce

Sydenham College Of Commerce And Economics

2012 - 2014

HSC
HSC

Holy Name High School

2002 - 2012

SSC
High school

Experience

Inventurous Knowledge Solutions Pvt Ltd

2020 - 2022

Revenue Cycle Representative
Medical Billing Representative into accounts receivable.
(1) Worked on pending claims for US provider.
(2) Calling insurance for claim status/claim resolution.
(3) Worked on EPIC software, Ms Excel (intermidate).
(4) Fluent communication on email with the onshore client team and insurance companies.

Vimla Mahal Society

15/01/2019 - 15/07/2019

Accountant Intern

Accounts internship for vimla society at peddar road mumbai under supervision of Secretary Mr. Abhishek Daga.