Curriculum Vitae

Jatin

Block O-108 Vani Vihar,

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Objective: - To work in an environment where I can excel all my skills in a positive manner Ultimately leading to the progress of that organization.

# Total work experience

5 Year experience in Revenue Cycle Management(US Healthcare)

# Job Function:-

Medical Billing/Claim Adjudication/RCM/ AR Follow Up

# Work Experience

## Current

Organization : - R1RCM Private Limited(Gurugram)

About Company : - US based Medical billing Healthcare Company. Tenure : - 11-march-2019 till date

Designation : - Senior Analyst (Anesthesia)

## Functional Area & Responsibility:-

\* Prioritize work as per Criticality/Requirement

\*Maintaining attendance, production, Quality data

\*Daily/weekly client updates.

\*Responding to client Emails on priority basis

\*Project handling received from client end

\*Discussion with team members if faced new scenarios and updates

\*Good Exposure on the client training (New transition)

## Previous

1. Organization : - Calibrated Healthcare Systems Tenure : - 16 June 2016-31 Dec 2017 Designation : - Claim Examiner

## Achievements:-

* + Appreciated for extra effort in meeting SLA for a very difficult client

## Educational Qualification:-

* + Graduation (B. Com) from Delhi University in 2014
  + 12th from CBSE Board in 2011
  + 10th from CBSE Board in 2009

## Technical Qualification:-

* + knowledge of Ms-Excel(MS-OFFICE)
  + Typing speed 35-40 W.P.M

## Personal Strength/Skills:-

* + **General Management: -** Implemented numerous process improvement techniques. Resulting in significant cost savings and Process Improvement.
  + Passionate about the work
  + Good Learning Attitude
  + Ability to work in odd situations. I give my best and encourage others to do the same.
  + Business writing skills, email writing skills

## Hobbies

Listening music, cricket, Learning new things.

## Personal Profile:-

Name : Jatin Kumar Father Name : Ramesh Chander Date of Birth : 10th Feb, 1994

Permanent Address : Block O-108 Vani Vihar,

Uttam Nagar, New Delhi-110059 Marital Status : Unmarried

Nationality : Indian

Language Known : Hindi & English (Read, Write and Communicate)

Date: - …………. **Jatin**

Place: - ………… (Signature)