**Vandana Kushawaha**

Tulshi Vihar-502, Plot#238/002, Mobile No. 9026755069

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**Career Objective**

To secure a challenging position in a reputable organization to expand my learning, knowledge, and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

**KEY PROFICIENCIES**

\*DME (No Fault) \*Account Receivable \*EVBV

**PROFESSIONAL EXPERIENCE**

**Company: Vitality Business Support Services**

**Designation:** Sr. AR

**Department:** AR Operation

**Duration :** March 1st 2022 to Current

**JOB PROFILE**

* Calling to Insurance for claim/Denial Status
* Calling Attorney for patient information
* Calling patient for verification details
* Preparing reconsideration and sending it to Insurance

**Company : HPI Reliance Project:**

**Designation:** Service Desk Engineer

**Department**: IT

**Duration** : 10th Feb 2019 to 30th Jan 2020

**Job Profile:**

* Handling Reliance Store User Queries related to Software/Application

**Academic Qualification**

|  |  |  |  |
| --- | --- | --- | --- |
| **Examination** | **Board/ University** | **Year of Passing** | **%** |
| B.Sc | VBS Purvanchal University | 2016 | 58.50 |
| Intermediate | U.P Board | 2013 | 82.40 |
| High School | U.P Board | 2011 | 67.17 |

**Technical Qualification**

* ADCA
* Known to MS Office (excel & word)

**Personal Profile**

Date of Birth : 2nd June 1995

Sex : Female

Nationality : Indian

Marital Status : Married

Language Known : English and Hindi

Hobbies : Reading books and Listening to Music

**STRENGTH**

* Fast learner, Adapt well to changes and pressures in workplace
* Work effectively with diverse groups of people
* Positive Outlook and Innovative
* Punctuality, Hardworking, Enthusiastic

**DECLARATION**

I hereby declare that all the information given above is correct to the best of my knowledge.

Date:

Place: **(VANDANA KUSHAWAHA)**