Resume

Zaveria Mohd Rashid Ansari

Room No-803,A wing,8th floor,

Shamim tower, Jagruti Nagar,

Near Kurla station,kurla (E)

Mumbai-400024.

Contact No: 8070470115,7021296699

Email ID:- almaasansari1705@gmail.com

**Personal Details:**

Date Of Birth: 17th May 1999.

Languages Known: Hindi, English.

Hobbies: Dance and Music.

Marital Status:. Single.

Gender:. Female.

Nationality:. Indian.

Religion:. Islam.

Strength: Confidant, Good communication skills.

**Career Objective:** I Want To Gain Work Experience In My Life.

Looking out for an opportunity to enhance career prospect and contribute to the success of your organization by fully utilizing my knowledge in a position offering growth and advancements.

**Educational Qualification:**

-S.S.C: Passed from Maharashtra Board (2012-2013)

-H.S.C: Passed from Maharashtra Board (2015-2016)

--F.Y.BA: Passed from Calorx Teachers' University (2016-2017)

--S.Y.BA: Passed from Calorx Teachers' University (2017-2018)

--T.Y.BA: Passed from Calorx Teachers' University (2018-2019)

**Computer Skill**.

-Basic knowledge of Computer, MS Office (Word, Excel and PowerPoint).

-Certified in MSCIT Course.

**Work Experience**

* Working with Starmark Software PVT LTD from 7th Feb 2022 as Sr. AR Associate.

**Job Description:**

1. Doing allocation to the team,
2. Attending Client call for updates and escalation,
3. Reporting the WorkQue bucket,
4. Consolidating production file and sharing to QA, TL & Manager,
5. Working on 60+ AR bucket Denied claims through Making calls to insurance to process the claim OR understanding the denial and work accordingly.

* Worked with OMEGA HEALTHCARE MANAGEMENT SERVICES PVT LTD from 11th Nov 2020 to 23rd November 2021 as Sr.AR.

**Job Description:**

1. Worked on CMS-1500 claims submitted to Insurance from provider side,
2. Making the WorkQue Zero at the day end,
3. Working on Special Projects received through E-mail Client/Supervisor.

* Worked with GEBBS HEATHCARE SOLUTION PVT LTD from AR-Account Receivable

1. Worked on CMS-1500 claims submitted to Insurance from provider side,
2. Making calls to insurance to process the claims.

* Worked for 8 months in Karvy Data Management As a Tele caller at Thane (Wagle estate).

1. Handling Inbound calls of Loans.
2. Maintaining AHT of calls.

**DECLARATION**

I hereby declare that the above mentioned statement are true and correct to the best of my knowledge and belief.

Place: Mumbai.

Date:

( Zaveria Mohd Rashid Ansari)