MOHD SAJID HUSSAIN

**SENIOR ANALYST**

A-455,STREET NO.14

SONIA VIHAR

DELHI-110094

CONTACT:- 8882525638

EMAIL:- [sajidhussain0210433@gmail.com](mailto:sajidhussain0210433@gmail.com)

# OBJECTIVES

To apply my talent, skills and knowledge for achieving the goal objectives of the organization/company.

# SKILLS

* Excellent communication skills.
* A positive, confident and determined approach.
* Resilience and the ability to cope with rejection.
* Quick learner
* A high degree of self-motivation and ambition.
* The skills to work both independently and as part of a team

# EXPERIENCE

## R1 RCM, Cyber Candor Info Space, Sec-21*,*Haryana-122016

OCTOBER 2019 - Till Now

* Analyze accounts to discover discrepancies and resolve all variances promptly.
* Make collection call – follow up on past – due payments and skip invoices.
* Monitor customer account details for non-payments, delayed payments and other irregularities.
* Oversee accounts receivable write-offs, adjustments and payment reversals.

# 

# EDUCATION

## SOL, DELHI UNIVERSITY *-* BACHELOR OF ARTS

JULY 2015 - JUNE 2018

## CBSE BOARD, INTERMEDIATE , GBSSS NO.1 ROOP NAGAR DELHI

**CBSE BOARD, HIGH SCHOOL, GBSSS NO.1 ROOP NAGAR DELHI**

## TECHNICAL SKILLS

## Application software : Photoshop, Adobe reader, Corel Draw, Tally .

## Office Package : Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft PowerPoint, Microsoft Outlook Express

**HOBBIES**

* **TRAVELING**

**PERSONAL DETAILS**

## FATHER’S NAME : NASIM AHMAD

**DATE OF BIRTH** **:** **10-FEB-1997**

**GENDER : MALE**

**MARITAL STATUS : UNMARRIED**

**NATIONALITY : INDIAN**

**LANGUAGE KNOWN : HINDI, ENGLISH & URDU**