NAVEEN ARUMUGAM. E

7/268 Bose Street,

Kallippatti (Po),

Gobichettipalayam (Tk),

Erode (Dt), Tamil Nadu - 638505.

# Email: [naveen26arumugam@gmail.com](mailto:naveen26arumugam@gmail.com)

# Mobile: 8870436578

**CAREER OBJECTIVE**

# A resourceful individual with a proven track record in implementing successful marketing strategies, boosting organic traffic, and improving search rankings by converting my innovative ideas into fruitfully results and work in a challenging health environment.

# ACADEMIC QUALIFICATION

**Degree/ Course: B.Sc. (Computer Science)**

**Institution:** Gobi arts & science college, Gobi.

**Year of Passing: 2017**

# Marks: 60%

**Degree/ Course: HSC**

**Institution:** Sri Venkateshwara Vidyalaya Hr. Sec School, Gobi.

# Year of Passing: 2014

# Marks: 79%

**Degree/ Course: SSLC**

**Institution:** Sri Venkateshwara Vidyalaya Hr. Sec School, Gobi.

# Year of Passing: 2012

# Marks: 89%

# WORK EXPERIENCE

Position\Title**: Process Executive**

Worked as **“Process Executive”** in **NTT Data services** Coimbatore from May 2019 to June 2021.

**Tools -** Client tool, VMware

**Project overview:**

Project involves a series of tasks that are performed post-closing of various types of documents to validate them

**Responsibilities:**

* Checking member’s eligibility.
* Handling and evaluated customer inquiries and complaints
* Claims process and Adjudication.
* Check member ID, Eligibility code price & Units.
* Verify billing provider address and handle claim types like HCFA & UB92

Position\Title**:** **Senior process Executive**

Worked as **“Senior process Executive”** in **Cognizant Information technology** Coimbatore from June 2021 to Feb 2023

**Tools -** Client tool, Citrix, Emulators, MYSQL

**Project overview:**

1. My project involves general process of dispute resolution for payment claims between parties involved in a contract. It typically involves the appointment of an independent adjudicator to make a determination on the validity of the payment claim.
2. This project involves a series of database related queries like add, insert, delete, update and additionally handled medically coded health care process

**Responsibilities:**

* Reviewing and analyzing claims to ensure that they meet the requirements for payment under the relevant policy.
* Investigating claims that may be fraudulent or otherwise require additional scrutiny
* Adhering to all relevant regulations and guidelines related to claims processing and payment.
* Handled MYSQL (stored procedures, triggers) for data visualization and retraction

# REWARDS

* Oct 2022 | CTS

The Best Employee of the Year

# ACHIEVEMENTS

**SPORTS & COMPETITIONS**

* Placed state level 2nd position in Pushups competition 2018
* Placed state level 4th position in Pushups competition 2019
* Gone several Intercollege met and got several positions in QUIZ

# SKILLS & EXPERTISE

**PERSONAL SKILLS**

* Completed English typing course
* MS word
* Photoshop, Adobe after affects

# HOBBIES

* Surfing YouTube.
* Caring pet animals.
* Travelling