#  KARTHIK

# KARTHIK.373413@2freemail.com

#

To obtain a position in the medical field in which using my skills will be used to greatly benefit my employer as well as grant personal satisfaction and growth. Work well independently and with a group.

**SKILL SET**

* Active team player, excelled in achieving individual targets and skilled organizer and problem solver with the ability to make strategic decisions at critical situations.
* Ability to learn faster and hence can quickly adapt to newer technologies.
* Willingness to work in a team and interact with in the Organization.
* Confident and poised in interactions with individuals at all levels.
* Decision maker and problem solver both academic and socially.

**PROFESSIONAL EXPERIENCE**

**Qway Technologies Pvt Ltd Feb 2017 – Sep 2017**

**Designation: Sr.AR Executive**

 **Job Nature:**

* To work on aged claim denials.
* Payment clarification log.
* To work on legacy AR accounts.
* Active quality analyst.

**Medusind Solutions Pvt Ltd Nov 2015 – Nov 2016**

**Designation: Sr.AR Executive**

 **Job Nature:**

* Allocating work order to my team members.
* Providing OJT to new joiner.
* To ensure all my practice are within TAT.
* To follow up on aged claims.
* Active team coordinator

**AGS Health Pvt Ltd Feb 2015 – Nov 2015**

**Designation: Process Associate Level-II**

 **Job Nature:**

* To follow up on outstanding claims.
* Submit electronic claims and paper claims (primary insurance or secondary insurance)
* Knowledge with insurance authorizations and denials
* Ensure claims are resolved within TAT.
* Retrieve Electronic Remittance Advice

**Omega HealthCare Management Services Pvt Ltd Dec 2012– Nov 2014**

**Designation: Executive (AR)-RCM**

 **Job Nature:**

* Follow up on unpaid claims as well as old claims, Re-submit insurance claims as necessary.
* Outstanding in acting as a liaison between medical facilities and insurance carriers (HMOs, PPOs, Medi-cal, Medicare)
* Submit electronic claims and paper claims (primary insurance or secondary insurance)
* Insure office practices are in compliance with HIPAA regulations
* Retrieve Electronic Remittance Advice (ERA's)

 **Serco Global Services (Formerly Intelenet) November 2010 - December 2012**

 **Designation: Senior Customer Support Executive**

* Acknowledge and to resolve customer’s grievances by letters and emails.
* Respond promptly to customer enquiries.
* Keep records of customer interactions and record details of action taken.

**GNSA InfoTech Ltd February 2009 – August 2010**

 **Designation: Processing Officer**

* Logging and querying customer complaints
* To process and acknowledge customer’s loan details, credit details, contact details etc.
* Credit Limit increase for customer based on point acquired.

**Apex Technology Private Limited December 2007 – December 2008**

**Designation: Trainee Engineer**

* Primary and basic duty is to work for lessening the number of errors.
* To discuss every task with the team leaders, people in charge to solve the important issues.
* Set effective goals to aim for better quality, escalating sales, high speed and efficiency.

**ACHIEVEMENTS & CERTIFICATIONS**

* Actively joined NCC and acquired “C” Certificate in College.
* Involved making Department Magazine ‘DIGITRIZ’

**TECHNICAL SKILLS**

* Operating systems : MS-WINDOWS 9X/200X & LINUX.
* Familiar in software. : Citrix, Meditech, EPIC, Drchrono, kareo, etc
* Familiar in designing skills : Digitization, Signal processing, Cad.

**ACADEMIC QUALIFICATIONS**

Anna University, GKM College of Engineering and Technology,

 Bachelors of Engineering (ECE) - **(61%)** **(2004 - 2007)**

Directorate of Technical Education, SRM Polytechnic College,

Diploma in Electronics and Communication - **(67%)** **(2002 - 2004)**

Anjuham Higher Secondary School, Chennai

 10th **(61%)(2000)** and 12th **(58%)(**2002)

**PERSONAL DETAILS**

Date of birth : 28th March 1985

Marital Status : Married

Nationality : Indian

Languages Known : English and Tamil

 **Declaration**

I hereby declare that the above stated particulars are true to the best of my knowledge and belief.

resume