

LOKESH M

LOKI6488@gmail.com

Mobile: 9900364030

OBJECTIVE:

Seeking a challenging position, utilizing my abilities developed through my experience and education with an opportunity for career growth based on my merit and to promote the growth of the organization.

EDUCATIONAL QUALIFICATIONS:

COURSE	BOARD/UNIVERSITY	INSTITUTION	YEAR OF PASSING
MBA(FINANCE)	SIKKIM MANIPAL UNIVERSITY	SMU DISTANCE EDUCATION	2018
BCOM(COMMEREC)	BANGALORE UNIVERSITY	St Antony's institution	2015
PRE-UNIVERSITY	PRE-UNIVERSITY BOARD	S.J.R.R.COLLEGE	2011
SSLC	CENTRAL BOARD OF SECONDARY EDUCATIONS	ST JOHN HIGH SCHOOL	2009

WORK EXPERIENCE

Designation : Senior Process Consultant (PC4)

Company Name : Hinduja Global Solutions Pvt Ltd, Bangalore, India. And United health care.

Platform : Mitchell Smart Advisor. (Claims)

Experience: 3years.

Professional Competencies:

- Fluent in English language.
- Self-driven.
- Hard Working, Willing To Learn, Adaptive To Different Environments.
- Team-Player & leadership quality.
- Proficient with: MS Excel, MS Word, MS PowerPoint.

Job Summary:

3 Years of working experience in Health Insurance domain of "U.S. Health Care - Medical Billing" using **Mitchell Smart Advisor** at Hinduja Global Solution (HGS) ISPL, Bangalore.

Duties & Responsibilities in Hinduja Global Solutions Pvt Ltd:

- Key From Image is to update a scanned bill into software.
- Allowing the bill payments of news claims.
- Working with multiple Clients.
- Check the Quality of processed bills.
- Training to new employees and making them productive quickly.
- Update the errors and deliver high quality output to the client.
- Get trained and work with test bills of new clients.

Achievements in Hinduja Global Solutions Pvt Ltd:

- I have received peer to peer recognition from the concerned clients as well as operation team.
- I have been rewarded for "TOP GUN" award, for highest productivity and quality in my work and also got recognitions In "TOP PERFORMER OF THE MONTH".

Personal Information:

Name : Lokesh M
Date of Birth : 14Jan 1992
Father's Name : Mohan P
Marital Status: Single
Gender: Male
Language: English,
kannada Hindi and Telgu.
Nationality: Indian
Religion: Hindu

I hereby declare that all the above information furnished by me is true to the best of my knowledge.

Date:

Place: Bangalore

Lokesh M