Vivek Jhawar

19-1-912/10/A/7,Bahadurpura, Hyderabad-500064

**Mail Id :** [vivekjhawar123@gmail.com](mailto:vivekjhawar123@gmail.com)

**Mobile** **No :** 9032390790

**Objective** : To pursue a career in a professional organization and use my knowledge and skills to play a positive role in overall growth and development in organization.

**Experience:**

1) Optum Global Solutions, Mindspace - Health Care

(August 2018-Present) ROLE : Claims Associate

• Health Care & Insurance Plans.

• Executed on Review of customer plans based on their Plan Type.

• It is a Health Maintenance Organization.

**Education:**

• **Aurora Degree & PG College, Rtc X-Road –Degree**

• **ST. Francis Xavier Junior College, Barkatpura –Intermediate**

• **Sri Lakshmi Durga High School, Agapura -Secondary Education**

**Project Details :**

* As An Team Leader I Worked For NSS In National Youth Day Consists Of 8 Members Including Me In A Group.
* As An Group Leader Done An Project Of Green Foundation Of Telangana “Harithaharam” Group Consist Of 10 Members.

**Field Of Interest :**

* Team Player
* Team Work

**Achievements :**

* Certificate On National Youth Day At Degree Level
* Certificate On MS Office Course (D.C.A)
* Certificate On Best Performance Award (Star Award)

**Technical Skills :**

• D.C.A

• MS-Office

**Strength :**

● Communication Skills

● Flexibility

● Learning Agility

● Critical Thinking

**Hobbies :**

•  Music

• Travelling

• Reading

• Writing

**Personal Information :**

•  **Dob** : 02-04-1998

•**Father Name** : Ram Manohar Jhawar

•**Residential Address** : 19-1-912/10/A/7,Bahadurpura, Hyderabad-500064

•**Language Known** : Hindi, English, Marwari, Basic Telugu.

**Declaration :**

I Hereby Declare That All The Above Information Regarding Myself Is Correct In My Trust Sense And I Will Provide Any Document Regarding The Same On.

Date :

Place :

Vivek Jhawar