

# AKHIL P RAVEENDRAN

Bur Dubai  
Dubai, UAE  
Mob: 0557228117  
E-mail: akhilpraveendran95@gmail.com



## CAREER OBJECTIVE

To achieve an opportunity in such a reputed organization where I can enhance and utilize my challenging and hardworking capabilities to full extent and that can provide me a gate for learning and career development.

## KEY PERSONAL SKILLS

- Flexibility
- Teamwork
- Attention to Detail
- Communication and Organization Skills

## PROFESSIONAL EXPERIENCE

**Job Title** : Process Consultant  
**Job Duration** : November 2019 – September 2021  
**Company** : HGS - Hinduja Global Solutions  
**Job Location** : Bengaluru, India



Responsibilities: -

- Process all insurance claims by reviewing the customers policy in relation to the claim being made.
- Reviewing and adjudicating medical claims in accordance with CMS and UB04 claim processing guidelines.
- Knowledge and use of ICD-9, ICD-10 and CPT coding.
- Responsible for providing expertise and general claims support to the department by processing incoming and outgoing emails.
- Utilizing resources and prior experience in medical billing to determine if claims should be approved for payment or denied.
- Identify incorrectly processed claims and completes adjustments and related reprocessing actions.

## EDUCATION

- Master of Business Administration (MBA)  
From Anna University, Chennai, Tamil Nadu (2016-2018)



## TECHNICAL & COMPUTER SKILLS

- Software - SAP FICO
- Health Rules Payer
- Microsoft Office (MS Excel, MS Word, MS Power Point and Main Frame)
- Internet

## **ACADEMIC PROJECT**

Project Title : Study on the profitability analysis of Kerala Feeds Ltd, Thrissur, Kerala  
Project Area : Finance  
Company : Kerala Feeds Ltd, Thrissur, Kerala  
Duration : 2 Months

## **PERSONAL INFORMATION**

Father's Name : Raveendran P  
Date of Birth : 27-09-1995  
Nationality : Indian  
Marital Status : Unmarried  
Visa Status : Tourist Visa  
Passport No : T6677627

## **DECLARATION**

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

AKHIL P RAVEENDRAN