



ARUN PACHATHUPARAMBIL

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COMPUTER SKILLS

- MS OFFICE
- MS WORD
- MS POWER POINT
- AUTO DESK INVENTOR
- ANSYS

PERSONAL SKILLS

• Excellent communication skills with a focus of on team building and customer relation.

• Outstanding organizational, multitasking and critical thinker.

• Receptive and resourceful.

• Active listener

LANGUAGES

- ENGLISH
- HINDI
- MALAYALAM
- TAMIL

PERSONAL INFO

DOB : 28/08/1995

GENDER : MALE

MARITAL STATUS: SINGLE

VISA STATUS: VISIT VISA

HOBBIES

- PLAYING FOOTBALL
- MOBILE PHOTOGRAPHY
- MOVIES
- CAR ENTHUSIAST

ABOUT ME

Senior Associate with 3 years working experience in US health care sector. Also have diploma in logistics and supply chain management. Have a basic knowledge in sea, air and road logistics and different types of bills. Ability to cultivate key client relationship for multiple campaigns, Expertise in client services, account management, customer relationship-building, data entry and communication.

WORK EXPERIENCE

SENIOR ASSOCIATE – AR 10/2018- 08/2021

GUIDEHOUSE INDIA PVT LIMITED, Trivandrum-India

- Responsibility for checking eligibility, billing claims to insurance and follows up with insurance for payment and denied claims ensuring quality.
- Receiving and placing customer service telephone call regarding patient claims
- Inbound and out bound calls.
- Maintaining solid customer relationship by solving concerns with professionalism.
- Resolving unpaid claims, collaborative and pro-active effort in the progress of work. Delegating and guiding team member under decisive situation.

EDUCATION

Kerala University - Trivandrum, Kerala

B Tech – Mechanical Engineering, 2013 – 2017

Keltron – Trivandrum, Kerala

Diploma - Logistics and supply chain management, 2017 - 2018

- Knowledge in ware housing, storage , receipt & release of cargo
- Basic knowledge in freight forwarding and different types of sea way bills.
- Got a basic idea of inventory management and customer service in logistics and supply chain

ACCOMPLISHMENTS

- Industrial visit at KADANKULAM NUCLEAR POWER PLANT. Tamil Nadu, India
- Internship for 1 month from Trivandrum Air cargo Terminal – KSIE, Kerala