

RESUME

JIBIN JOSEPH
VELIKKAKATH AARUKATTIL(H)
KARUVELIPPADY
THOPPUMPADY P O
KOCHI
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CAREER OBJECTIVE-

To utilize the opportunities available and to associate with an organization that can provide the environment for growth and intellectual self-development and also to utilize my skills and abilities in an industry that offers professional growth while being resourceful, innovative and flexible .

EXPERIENCE-

- Worked in Aster DM Health Care, Cochin as Insurance Executive from January 2022 to November 2022.
- Worked in **Sunrise Group of hospitals, Kakkanad** as Insurance co-ordinator (Insurance Department) from May 2016 to December 2021.
- Worked in **Lourdes Hospital, Kochi** as Accounts Assistant (Insurance Department) from August 2014 to April 2016.
- Worked in **Star Health & Allied Insurance Co.LTD, Kaloor** as OfficeAssistant (Branch Office) from December 2010 to December 2013.

JOB PROFILE-

- Interact with patient's bystanders regarding insurance documents for cashless.
- Coordinate various departments to solve patient related issues.
- Verify whether the patient is entitled to cashless facility or reimbursement.
- Collecting feedback from patients regarding our services and take appropriate remedial measures, if needed.
- Interact with concerned Doctors and related departments for smooth functioning of insurance department.

EDUCATION-

COURSE	INSTITUTION	BOARD/ UNIVERSITY	YEAR OF PASSING	PERCENTAGE
MBA (Finance Management)	Albedo School of Business Management	Certified International Business school	2015	78%
B.Com (Computer Applications)	St. Joseph college, Thoppumpady, Ernakulam	M.G University	2010	53%
Plus 2	Puthenthode H.S.S,Chellanam	Board of H.S.E	2006	49%

PERSONAL SKILLS-

- Self-confidence, Hardworking, Total commitment, Patience and Positive attitude
- Ability to set goals and achieve them on a regular basis.

PERSONAL DETAILS-

Age	:	33 Yrs.
Date of Birth	:	26-02-1989
Sex	:	Male
Nationality	:	Indian
Passport No	:	J2487160
Marital Status	:	Married
Religion	:	Christian
Languages Known	:	English, Hindi and Malayalam

DECLARATION-

I do hereby declare that all the above information mentioned is true to the best of my knowledge and belief.

Date:

JIBIN JOSEPH

Place: Kochi