



MOHAMMAD SAYEEM

Interior Design Consultant, Project Handling, BOM, Materials Selection,
Floor Elevation and Planning and Site Execution (Oct-2021 to Present)

Medical Claim Adjudicator (United Health Group (May 2007-Oct 2021)
DATA ANALYST (ADVANCE EXCEL & MICROSOFT POWER BI TOOLS)

CONTACT

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- 25E, Meher Ali Mondal Street,
Kolkata 700027, INDIA

EDUCATION

Bachelor of Commerce

University of Calcutta
Accountancy Honours
1995-1998

Diploma in Interior Design

Sketchup, AutoCAD, 3ds Max

Advance Diploma in Software application

SKILLS

**Data Analyst, Advance Excel, Microsoft
Power BI Tools, Financial Accounting,
Software and Hardware, Auto Cad 2D**

- Creativity
- Communication
- Teamwork
- Meeting deadlines
- Friendly
- Critical thinking
- Resilience
- Typing 60 W.P.M

OBJECTIVE

To pursue a dynamic and challenging career with an organization of repute, and integrating my own goals with the organization's so as to become a catalyst in each other's growth. Responsibilities included assisting, coordinating and execution of the various assignments.

EXPERIENCE

MEDICAL CLAIM SPECIALIST

WIPRO LTD.

MAY-2007 - OCT 2021

- Medical Claim specialist for UNITED HEALTH GROUP
- HCFA, UB92 FORM , OPS, MEDICARE, OTHER INSURANCE
- Assist Teams, Acting SME, Floor Support and Audit Claims

Interior Design and Project Controlling

Legion Design & Interior Centre

Oct 2021 - Present

- Individual Project Handle, BOM, Purchase Order, Costing
- Residential Interior, Specialist in Modular Kitchen
- Team Handle, Site Supervisory and Execute Individual Project
- Site Inspection, Floor Planning, Material Selection

LANGUAGE

English 
Hindi 
Bengali 

OTHER EXPERIENCE

**Financial Accounting
Data Analyst**

Pioneer Tanning Industries
From 2000-2007