

SUMAN CHATTERJEE

DATA ENTRY OPERATOR

Am Graduate (BA). Am from Kolkata. I started my Career from 2004. As a **Data Entry Operator**.

I've more than **10+yrs** of Data Entry Experience. Experience on Ads Media Tracking. Am able to Work From Home also.



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13 March, 1978

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linkedin.com/in/suman-chatterjee-9255721aa

EDUCATION

Study Program Sonarpur Mahavidyalaya (Under Calcutta University)

06/1996 - 12/1998, *Kolkata, INDIA*

Courses

- BA

WORK EXPERIENCE

DATA ENTRY OPERATOR A2S ENTERPRISE

06/2020 - Present, *Kolkata, INDIA*

This is BPO Outsourcing Company

Achievements/Tasks

- This work totally **Work From Home** basis. I've to keying on Florida Real Estate Owner info Data. I've to search & Analyse Data from Websites & keying on Google Sheets/Excel or Client's Software.

Contact : Atanu Mazumder

DATA ENTRY OPERATOR Jalaz Ads Media Pvt Ltd

03/2020 - 05/2020, *Kolkata, INDIA*

Achievements/Tasks

- Nature of Work was : Search & Analyze Data from Website & Keying on Google Sheet

PROJECT ASSOCIATE / DATA ENTRY DCG Data-Core Systems India Pvt Ltd

08/2004 - 02/2020, *Kolkata, INDIA*

This is BPO/KPO Outsourcing Company

Achievements/Tasks

- BPO Project, As Data Entry Operator(2004-2009) : Keying & Verifying on US Health Insurance Claim Data (Health, Dental) CMS1500 Form. Data Analyze & Marking with a CODE for Denied Insurance.
- KPO Project (2010-2020) : Ads Media Tracking. This was a very Interesting Job. Analyze, Cut, Sorting & Give Priority & Export to Client (Through Software) Advertisements which broadcast on US TV/Cable Prime Time.

Contact : Sohini Mitra

SKILLS

Data Entry On Excel

Data Entry on Google Docs

Numeric Data Entry

Excel

Word

Some Programming Knowledge

LANGUAGES

BENGALI

Native or Bilingual Proficiency

ENGLISH

Full Professional Proficiency

HINDI

Professional Working Proficiency

INTERESTS

Searching Google for Informations

Listen Soft Music

Trust on God

Travelling

Food



HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/97

UMR
P O Box 30541

Salt Lake City UT 84130

1. MEDICARE <input type="checkbox"/> (Medicare) <input type="checkbox"/> (Medicaid) <input type="checkbox"/> (Medi-Cal)		2. MEDICARD <input type="checkbox"/> (Medicaid) <input type="checkbox"/> (Medi-Cal)		3. OTHER <input type="checkbox"/> (Member ID)		4. GROUP HEALTH PLAN <input type="checkbox"/> (Member ID)		5. PECA BLA/LUND (ID#) <input checked="" type="checkbox"/> (ID#)		6. OTHER <input checked="" type="checkbox"/> (ID#)		7. INSUREE'S ID NUMBER (For Program in Item 1) 26344882			
2. PATIENT'S NAME (Last Name, First Name, Middle Initial) Coy, Lily Mae				3. PATIENT'S BIRTH DATE MM DD YY 12 17 12		4. SEX M <input type="checkbox"/> F <input checked="" type="checkbox"/>		4. INSUREE'S NAME (Last Name, First Name, Middle Initial) Fiedler, Vanessa F				7. INSUREE'S ADDRESS (No. Street) 10304 Huxley Cross Lane			
5. PATIENT'S ADDRESS (No. Street) 10304 Huxley Cross Lane				6. PATIENT'S RELATIONSHIP TO INSURED Self <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input checked="" type="checkbox"/> Other <input type="checkbox"/>		E. RESERVED FOR NUCC USE		CITY Las Vegas		STATE NV		CITY Las Vegas		STATE NV	
7. TELEPHONE (Include Area Code) 89144 (702 600 7200)				8. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial) Coy, Lily Mae		9. OTHER INSURED'S POLICY OR GROUP NUMBER W223667164		10. IS PATIENT'S CONDITION RELATED TO a. EMPLOYMENT? (Current or Previous) YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		11. INSURED'S POLICY GROUP OR PECA NUMBER 76414892		12. INSURED'S DATE OF BIRTH MM DD YY 09 12 81		13. SEX M <input type="checkbox"/> F <input checked="" type="checkbox"/>	
9. RESERVED FOR NUCC USE				10. AUTO ACCIDENT? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		11. PLAIN? (Step) YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		12. OTHER CLAIM ID? (Designated by NUCC)		C. INSURANCE PLAN NAME OR PROGRAM NAME UMR		13. IS THERE ANOTHER HEALTH BENEFIT PLAN? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> If yes, complete items 8, 9a, and 9b.		14. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE (I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the payee to accept assignment on my behalf.)	
10. RESERVED FOR NUCC USE				11. CLAIM CODES (Designated by NUCC)		12. INSURANCE PLAN NAME OR PROGRAM NAME Aetna		13. READ BACK OF FORM BEFORE COMPLETING A SIGNING THIS FORM. 14. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE (I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the payee to accept assignment on my behalf.)		15. SIGNED: Signature On File		16. DATE: 05 25 23		17. SIGNED: Signature On File	
15. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (MM DD YY) MM DD YY 05 23				16. OTHER DATE MM DD YY		17. NAME OF REFERRING PROVIDER OR OTHER SOURCE 17a. NAME 17b. QUAL.		18. DATES PATIENT IS ABLE TO WORK IN CURRENT OCCUPATION FROM MM DD TO MM DD YY		19. HOSPITALIZATION DATES RELATED TO PROGRAM FROM MM DD TO MM DD YY		20. OUTSIDE LAB CHARGES		21. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)	

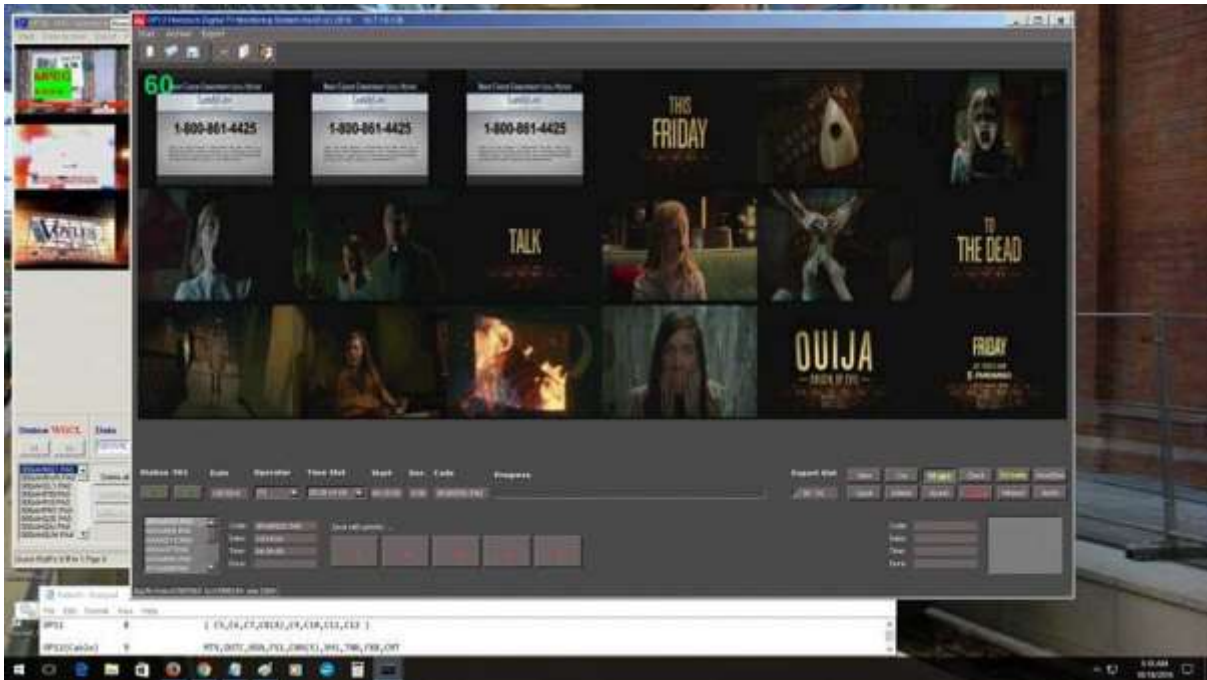
Insurance Plan 9s

1 Medicare	blank
1 Insurance plan	blank
1 Medicare	blank
1 Medicaid	blank

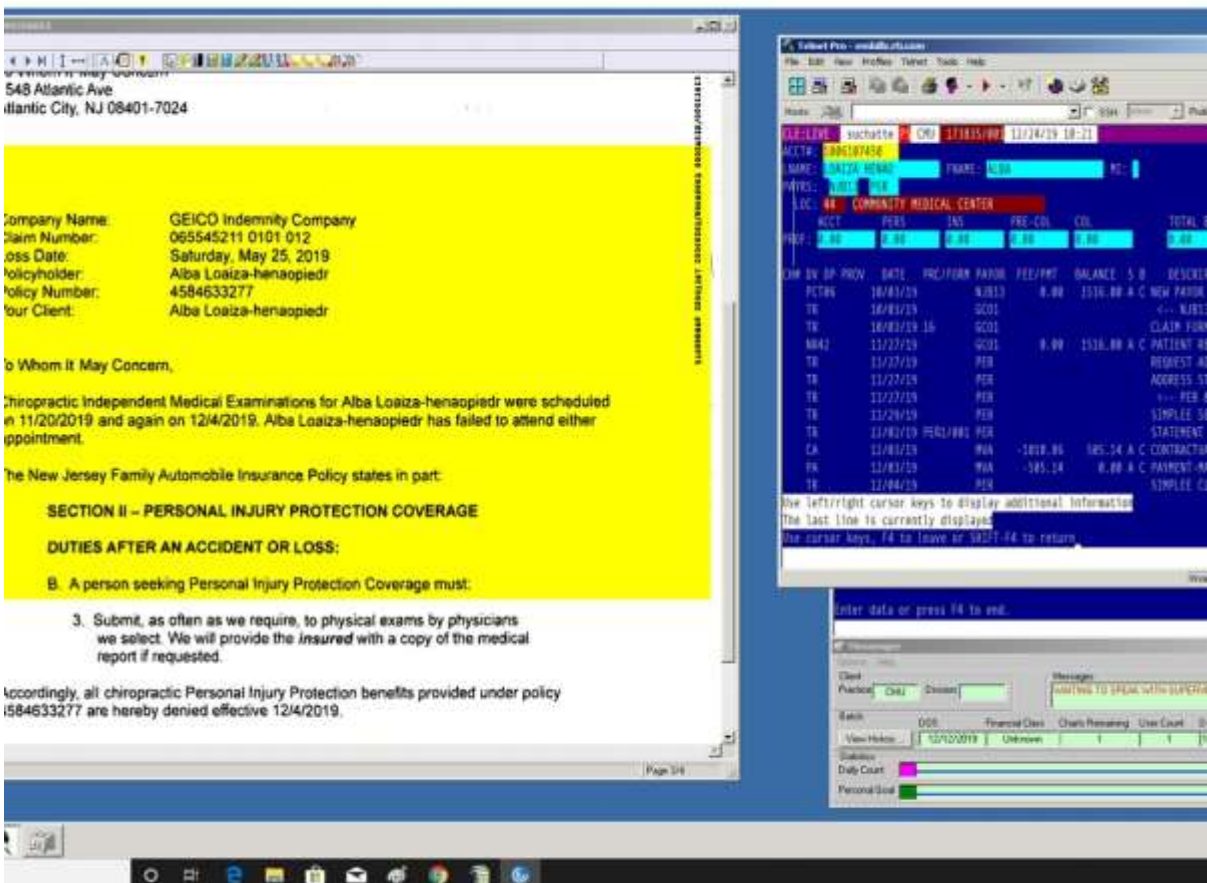
REJECT ACCEPT

SCREEN SHOTS OF MY WORKS

✓✓ Pattern Recognition (PR). Media Classification. The advertisements which are broadcast on US TV/Cable Channel Prime Time, I've to monitor.



✓✓ Denial Coding. The Insurance Claims, which are Denied, I've to Analyse and Mark by a Code.



✓✓ Real Estate Leads Generation. I've to Data Entry of Property Owner's Info from Country People Websites.

	Parcel ID	Name	First Name	Last Name	Mail Address	Mail City	Mail State	Mail Zip	Property Address	Property City
64	38-25-24-3010-0001-0150	Notice	Thomas	Mattaglio	570 Owen Cir	Mary Esther	FL	32588	570 Owen Cir	Mary Esther
65	34-25-23-2773-0000-0010	Notice	Denny	Frank	800 East Lake Dr	Shalimar	FL	32579	800 East Lake Dr	Shalimar
66	39-25-23-6079-0000-0060	Notice	Thomas	Lucambe	2356 Kildare Cir	Newville	FL	32578	2356 Kildare Cir	Newville
67	35-26-24-0000-0000-013A	Notice	Joshua	Right	1412 Rockwood Rd	Baker	FL	32531	1412 ROCKWOOD RD	Baker
68	33-26-23-0000-0000-0130	Notice	Luis	Guadalupe	2870 Moka Trail	Christiana	FL	32537	2870 Moka Trail	Christiana
69	31-26-23-2000-0000-0220	Notice	Alan	Wagner	337 Cr 150	Marbury	AL	36551	126 VILACREST DR	Christiana
70	38-25-24-1211-0000-0000	Notice	Jennifer	Conroy	28 Coward Circle	Mary Esther	FL	32569	28 Coward Circle	Mary Esther
71	35-25-23-2567-0000-0100	Notice	Williams	Jeanette	1803 Barkside Loop	Pensacola	FL	32526	1818 MUTMOS WAY	Newville
72	35-25-23-0000-0000-0130	Notice	Ta	Hugh	2410 Whitehorse Mercedese Rd	Thonon	WI	00000	90 18TH AVE	Shalimar
73	34-25-23-0640-0000-013A	Notice	Shannon	Lanning	3412 Pine St	Newville	FL	32578	3412 Pine St	Newville
74	34-25-24-1400-0000-0040	Notice	Gregory	Goodwin	13200 Piedmont Ln	Seas	MD	89511	10300 Ashford Ave CT	Walden Park
75	34-25-24-0316-0000-0100	Notice	John	Williams	229 E Alacran Ave SE	Walden Park	FL	32568	236 E Woodman Ave SE	Walden Park
76	36-26-23-0000-0000-0040	Tax Delinquent	Nobby	Moore	7200 Hwy 85 N	Laurel	FL	32547	7100 Hwy 85 N	Laurel
77	34-26-23-0000-0000-0030	Tax Delinquent	Luther	Ross	3800 Ross Acres Rd	Baker	FL	32531	3800 Ross Acres Rd	Baker
78	33-26-25-2000-0000-0040	Tax Delinquent	Terrence	Goodwin	382 Autumn Ave	Holt	FL	32564	382 Autumn Ave	Holt
79	38-26-24-0000-0000-015A	Tax Delinquent	Dorcas	Rieck	1561 Hwy 90 W	Baker	FL	32531	1363 Hwy 90 W	Baker
80	37-26-23-2400-0000-0130	Tax Delinquent	Nancy	Reeds	332 Boulder St N	Christiana	FL	32538	102 Boulder St W	Christiana
81	36-26-23-0000-0000-0030	Tax Delinquent	Nakota	Blackburn	288 Sales Dr	Christiana	FL	32539	108 Sales St	Christiana
82	35-26-23-0000-0000-0110	Tax Delinquent	Robert	Marlin	3917 Leroy Marlin Dr	Baker	FL	32531	3903 D.O. KRUM RD	Baker
83	36-25-23-0000-0000-0030	Tax Delinquent	Dorcas	Abourneville	1430 Charleston CT	Rogers	AR	72768	1735 BOLTON VILLAGE LN	Newville
84	35-25-23-0000-0000-0030	Tax Delinquent	Williams	Long	68 11th St NW	Shalimar	FL	32579	60 11th St NW	Shalimar
85	35-25-23-0000-0000-0030	Tax Delinquent	Williams	Long	68 11th St NW	Shalimar	FL	32579	60 11th St NW	Shalimar

✓✓ Farmer's Seeds Insurance Data Entry

	SL_NO	DATE	AKEH_NO	FORM_NO	YOTR_ID	Application_ID 1	Application_ID 2	Application_ID 3	USER	REJECTION_REMARKS
2	1	23/01/2020	GN_1000_100	100000	DK161223	N2023/Rate/4434116			M28 Enterprise	
3	2	23/01/2020	GN_1000_100	100002	WN11096/483744	N2023/Rate/4431090			M28 Enterprise	
4	3	23/01/2020	GN_1000_100	100003	MCL166579	N2023/Rate/4432306			M28 Enterprise	
5	4	23/01/2020	GN_1000_100	100004	WN11096/476289	N2023/Rate/4434313			M28 Enterprise	
6	5	23/01/2020	GN_1000_100	100005	WN11096/474089	N2023/Rate/4431089			M28 Enterprise	
7	6	23/01/2020	GN_1000_100	100006	MCL101329	N2023/Rate/4434393			M28 Enterprise	
8	7	23/01/2020	GN_1000_100	100007	WN11096/488931	N2023/Rate/4434653			M28 Enterprise	
9	8	23/01/2020	GN_1000_100	100008	WN11096/489325	N2023/Rate/4434893			M28 Enterprise	
10	9	23/01/2020	GN_1000_100	100009	WN11096/488855	N2023/Rate/4434944			M28 Enterprise	
11	10	23/01/2020	GN_1000_100	100010	DC1857602	N2023/Rate/4435001			M28 Enterprise	
12	11	23/01/2020	GN_1000_100	100011	WN11096/499728	N2023/Rate/4432598			M28 Enterprise	
13	12	23/01/2020	GN_1000_100	100012	WN11096/485503	N2023/Rate/4431200			M28 Enterprise	
14	13	23/01/2020	GN_1000_100	100013	DC1890478	N2023/Rate/4431308			M28 Enterprise	
15	14	23/01/2020	GN_1000_100	100014	DC1886611	N2023/Rate/4431518			M28 Enterprise	
16	15	23/01/2020	GN_1000_100	100015	WN11096/488541	N2023/Rate/4432573			M28 Enterprise	
17	16	23/01/2020	GN_1000_100	100016	WN11096/499088	N2023/Rate/4432541	N2023/Rate/4435541		M28 Enterprise	
18	17	23/01/2020	GN_1000_100	100017	DC1884683	N2023/Rate/4431717			M28 Enterprise	
19	18	23/01/2020	GN_1000_100	100018	WN11096/493030	N2023/Rate/4431811			M28 Enterprise	
20	19	23/01/2020	GN_1000_100	100019	MCL181817	N2023/Rate/4431900			M28 Enterprise	
21	20	23/01/2020	GN_1000_100	100020	MCL181840	N2023/Rate/4432003			M28 Enterprise	
22	21	23/01/2020	GN_1000_100	100021	MCL1886052	N2023/Rate/4431326			M28 Enterprise	
23	22	23/01/2020	GN_1000_100	100022	WN11096/485113	N2023/Rate/4431674			M28 Enterprise	
24	23	23/01/2020	GN_1000_100	100023	DC1843188	N2023/Rate/4431687			M28 Enterprise	
25	24	23/01/2020	GN_1000_100	100024	WN11096/485420	N2023/Rate/4431657			M28 Enterprise	
26	25	23/01/2020	GN_1000_100	100025	WN11096/483429	N2023/Rate/4431600			M28 Enterprise	

✓✓ Restaurant Price Menu Data Entry

Menu Item Name	Menu Item Description	Price
1. Spring Roll		\$1.50
2. Deep Fried Wonton with Sweet Sour Sauce		\$3.00
3. BBQ Spare Ribs		\$6.00
4. Egg Roll		\$1.50
5. Consommé Soup		\$1.50
6. Mince Chicken & Cream Corn Soup		\$3.99
7. Szechuan Hot & Sour Soup		\$3.99
8. Wonton Soup (1x wonton)		\$1.99
9. Mince Beef and Tofu Soup		\$2.95
10. Slice Beef and Vegetable Soup		\$2.95
11. Wonton Soup with Vegetable		\$4.95
12. Beef Egg Foo Yung		\$3.99
13. Beef with Oyster Sauce		\$11.95
14. Curry Beef		\$11.95
15. Alungroom Beef		\$11.95
16. Beef with Ginger & Green Onions		\$11.95
17. Beef with Black Bean Sauce		\$11.95
18. Beef with Green Pepper & Oyster Sauce		\$11.95
19. Dry Braised Veal		\$11.95
20. Sweet & Sour Veal		\$11.95
21. Honey Garlic Veal		\$11.95
22. Szechuan Beef		\$11.95
23. Fried Ginger Beef		\$11.95
24. Beef with Snow Peas		\$10.99
25. Mixed Vegetables with Beef		\$10.99

✓✓ Generally, I work 40hr/week. But able to work more if requirement.

Working 03:00:02

Yesterday 8h 40m | This Week 40h 00m | This Month 40h 00m

Search Criteria: between 01/06/2022 and 01/06/2022
 Verified as of 02/15/2022
 1-20 of 35 Records | Page: 1 of 2

Detail	Name	Cross Name	Date	Type	Book	Page	CFN	Legal
1	KICH SHIRLEY ESTATE		01/06/2022	PRD	33197	428	2022006838	
2	LOWITZ FREDERIC JOHN III ESTATE		01/06/2022	PRD	33193	821	2022006425	
3	KATZ MARCIA A ESTATE		01/06/2022	PRD	33193	418	2022006831	
4	RAMONDI ROSARIO SALVATORE ESTATE		01/06/2022	PRD	33193	408	2022006834	
5	ROMANO MARY ELIZABETH ESTATE		01/06/2022	PRD	33193	810	2022006818	
6	HUNTER NANA TORRIGELLI ESTATE		01/06/2022	PRD	33193	431	2022006250	RIDGPT WDS VL 99 LB
7	MENCHIL TINA L ESTATE		01/06/2022	PRD	33193	398	2022006506	WYCLIFFE T-C RFL L45
8	FERRARA ANNA E ESTATE		01/06/2022	PRD	33193	427	2022006838	
9	SAIONI MICHAEL ESTATE		01/06/2022	PRD	33193	428	2022006839	
10	RODGAS ELLIE D ESTATE		01/06/2022	PRD	33193	447	2022006246	
11	SMALL ANITA ESTATE		01/06/2022	PRD	33193	514	2022006259	
12	RAMONDI ROSARIO SALVATORE JR ESTATE		01/06/2022	PRD	33193	408	2022006242	
13	RAMONDI ROSARIO SALVATORE JR ESTATE		01/06/2022	PRD	33193	434	2022006251	
14	WOODEN HELEN MARY HILL BOYD ESTATE		01/06/2022	PRD	33193	428	2022006248	
15	FAIR STEVEN LAWRENCE ESTATE		01/06/2022	PRD	33193	523	2022006884	
16	ALLEN NELLIE KRAFT ESTATE		01/06/2022	PRD	33193	318	2022006432	
17	KATZ MARCIA A ESTATE		01/06/2022	PRD	33193	418	2022006832	
18	BECK ROMA C		01/06/2022	PRD	33193	812	2022006847	
19	2022 HODGINS FAMILY TRUST		01/06/2022	PRD	33193	1002	2022006748	
20	BRINNE WILLIE MAE ESTATE		01/06/2022	PRD	33193	482	2022006843	