

RAJDEEP M. BHAMMAR

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PROFESSIONAL SUMMARY

Dedicated and result-oriented professional with 11 years of extensive experience as a PMJAY Executive / Accountant within the Gujarat State Health Department. Expert in managing government healthcare schemes, claim processing, and administrative operations. Seeking to leverage my deep expertise in PMJAY guidelines and hospital administration to contribute effectively to the team at Synergy Hospital.

CORE COMPETENCIES

- PMJAY Operations: Comprehensive knowledge of PMJAY (Ayushman Bharat) portal, patient registration, and claim submission.
- Claim Management: Expertise in pre-authorization, clinical documentation, and resolving claim queries for faster settlements.
- Accounting & Auditing: Proficient in accrual-based double-entry accounting and public health fund management.
- Liaisoning: Skilled in coordinating between government health authorities, hospital management, and patients.
- Digital Proficiency: Advanced skills in Hospital Management Information Systems (HMIS) and Microsoft Office Suite.

PROFESSIONAL EXPERIENCE

Accountant cum PMJAY Executive Government Health Department, Gujarat | 2015 – Present

- Managing PMJAY beneficiary identification and gold card issuance processes.
- Overseeing the entire lifecycle of medical claims, ensuring 100% compliance with government norms.
- Maintaining financial records and performing audits for Primary Health Centers (PHC) and Urban Health Centers.

- Handling administrative responsibilities for multiple health centres across the district.
- Ensuring seamless coordination with the Chief District Health Officer (CDHO) for reporting and compliance.

Junior Accountant / Computer Operator Health Branch Administration | 2011 – 2015

- Assisted in budget preparation and financial reporting.
- Managed data entry and digital record-keeping for departmental expenditures.

EDUCATIONAL QUALIFICATION

- Bachelor of Commerce (B. Com)
- Maharaja Krishnakumarsinhji Bhavnagar University
- CCC / Computer Certification
- Proficient in tally and administrative software.

KEY ACHIEVEMENTS

- Successfully managed PMJAY operations for over a decade with a high claim approval ratio.
- Played a key role in the digital transformation of health records within the Taluka health office.
- Received appreciation for maintaining transparent and error-free accounting during government audits.

PERSONAL DETAILS

- Key Strengths: Strong ethical standards, detail-oriented, and excellent problem-solving skills.

Declaration:

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

Rajdeep M. Bhammar