

# Account Receivable Cover Letter

9068 Garfield MountainsPort Louis, GA 07205

**Dear Sam Murazik,**

I submit this application to express my sincere interest in the account receivable position.

In the previous role, I was responsible for general clerical and accounting assistance to the department by making photocopies and filing / running reports.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Knowledge of payer rules and regulations
- Proficiency with the MS Office Suite, with intermediate-level Excel knowledge
- In-depth, comprehensive understanding of all governmental and regulatory billing and compliance regulations and policies
- Prior accounts receivable experience or customer service experience preferred
- Business Insurance & Underwriting Knowledge
- Good Service Mind
- Mortgage closing experience or accounting or payment processing preferred
- CEGEP diploma

**I really appreciate you taking the time to review my application for the position of account receivable.**

Sincerely,

Parker Stokes