

Claims Support Cover Letter

3669 Collins LightWadeborough, KS 40165-6420

Dear Gray Bergnaum,

In response to your job posting for claims support, I am including this letter and my resume for your review.

Previously, I was responsible for coaching and training to Coding Specialist staff on processes, procedures and systems used within Coding services; works with management team to ensure staff is working efficiently and effectively; provides user support to team on contract specific software programs.

My experience is an excellent fit for the list of requirements in this job:

- Applies advanced knowledge of problem solving and preparation of reports for analysis
- May work within complex and occasionally highly complex assignments requiring specialized knowledge in breadth and/or depth area of expertise
- High School Diploma or GED equivalent
- Demonstrated process/people leadership
- Experience with significantly improving processes and leading change
- Experience leading teams through change
- Experience or knowledge in managed care claims processing and customer service
- Strong knowledge of data mining

Thank you for considering me to become a member of your team.

Sincerely,

Frankie Gerlach