

# Collections Cover Letter

8826 Wiegand PointsLake Joie, IN 77457-4274

**Dear Emerson Turcotte,**

Please consider me for the collections opportunity. I am including my resume that lists my qualifications and experience.

Previously, I was responsible for eligibility and insurance verification support to the Supply Management Team (SMT) and Pump Order Services (POS) teams by working assigned tasks within service level agreements.

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

- Deep understanding and knowledge of billing and collections procedures
- A passion to deliver exceptional customer service
- Proficiency in Microsoft Office and BPCS ERP System highly preferred
- Be able to effectively analyze and make decisions on customer accounts
- Superior interpersonal and professional telephone skills
- Knowledge of state titling requirements regulations and guidelines with a broad knowledge of credit union operations
- Golf/sporting goods industry experience preferred
- Working knowledge of Medicaid and Long Term Care billing and reimbursement

**Thank you in advance for reviewing my candidacy for this position.**

Sincerely,

Corey Bednar