

Collector Cover Letter

7247 Bogan Highway Vanceton, MI 95558-3539

Dear Finley Jakubowski,

I am excited to be applying for the position of collector. Please accept this letter and the attached resume as my interest in this position.

In my previous role, I was responsible for direction and support internally to the Manager and Senior Managers on fraud issues for all Collection centres nationally.

Please consider my qualifications and experience:

- Knowledge of Credit operations
- Experience in the use of database software such as Oracle or SAP
- High School Diploma or General Education Development (GED) certificate or equivalent relevant work experience
- Have with experience with non-government payors preferred, including eligibility inquiries, billing and claim submission experience
- Have experience with Medicare and/or Government payors preferred, including eligibility inquiries, billing and claim submission experience
- Have experience with Medicaid/Medicaid HMO payors preferred, including eligibility inquiries, billing and claim submission experience
- Effective grammar and written skills
- Medical billing with emphasis on Self-pay collections

I really appreciate you taking the time to review my application for the position of collector.

Sincerely,

Shae Ortiz