

Health Information Cover Letter

26179 Wisozk UnionEast Sharice, NC 83862-9366

Dear Max Pollich,

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

In the previous role, I was responsible for support to Sun Life Business groups by ensuring alignment with Information Security policies and Standards with a specific focus on implementation of information security controls in applications, infrastructure services, and vendor services.

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

- Proficiency with automated patient information or accounting systems
- Experience in document imaging, prepping or scanning
- Work demands include sitting, standing, walking, and lifting
- Demonstrates creative and innovative thought process and strong analytical and critical thinking skills
- Monitors transcription QA hold queue and assign the correct patient ADT in a timely manner.*
- Assists with answering phones and/or faxes and responds appropriately, able to communicate well verbally and written, stay organized and demonstrate effective time management skills.*
- Proficient within Microsoft Office and Excel preferred
- Exposure/knowledge of Agile methodologies

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

Sincerely,

Story Buckridge