

Patient Services Representative Cover Letter

9354 Gibson CircleKuhlmanton, MS 60189-2238

Dear Alexis Ortiz,

I would like to submit my application for the patient services representative opening. Please accept this letter and the attached resume.

Previously, I was responsible for guidance in accessing resources for practical needs such as transportation, insurance, financial assistance, disability, medical leave, durable medical equipment, personal care, etc.

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:

- Healthcare and/or Insurance related experience preferred
- Previous experience in a hospital environment and cash management preferred
- Coordinate internal and external phone communications among staff, patients, and providers
- Greets patients and families upon arrival
- Provides clerical support when deemed necessary to Food Pharmacy initiative

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

Sincerely,

Azariah Kunze