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# Example of Specialty Representative Job Description

Our company is growing rapidly and is looking to fill the role of specialty representative. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for specialty representative

* Verifying insurance coverage for potential new patients
* Re-verifying insurance for existing patients in order to process patient prescription needs successfully
* Demonstrating excellent customer service to patients, healthcare professionals, and insurance carriers
* Routing calls to appropriate departments
* Interacting with members who may have serious chronic conditions and remaining sensitive to their needs
* Perform exceptionally while in a fast paced, high volume environment
* Obtain accurate demographic, insurance and financial information from healthcare professionals and patients to complete enrollment a
* Confirm final outcome with the patient in a timely and professional
* Proficient in current product, market and disease state knowledge across a complex product portfolio
* Receive high volume consumer calls and answer questions regarding program benefits, coverage, and claims process

## Qualifications for specialty representative

* Bachelor’s degree in Food Science (master’s degree preferred)
* Team player, goal oriented and self-starter
* Ability to operate independently without frequent supervision
* Knowledge of daily LTL operations and national motor freight classification guidelines
* Requires strong interpersonal and persuasive skills in order to communicate effectively with customers & prospects, overcome objections to close sales
* The Specialty Sales Representative – Pulmonology will be responsible for managing the business within a specific geographical territory