



Kamran Younas

PERSONAL INFORMATION

Father Name:

Khawaja Muhammad Younas

Date of birth:

24 August 1995

Nationality:

Pakistani

C.N.I.C:

82201-2378049-7

Marital Status

Un-Married

CONTACT



+92 3556001123

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Shamsabad Rawalpindi,
Pakistan

HOBBIES

Social Media

Travelling

Reading Books

Photography

REFERENCE

Will be furnished on demand.

PROFILE

I am a punctual and motivated individual who is able to work in a busy environment and produce high standards of work. I am an excellent team worker and am able to take instructions from all levels and build up good working relationships with all colleagues. I am flexible, reliable and possess excellent time keeping skills.

EDUCATION

Matriculation Sciences

2010 - 2012 [BISE Mirpur](#)

Intermediate Fsc Pre-Engineering

2014 - 2016 [BISE Mirpur](#)

Masters BS Physics

2016 - 2020 [AJK University](#)

EXPERIENCE

MTBC - Medical Transcription and Billing Company. July 2020 – Continue

- Effective communication abilities for phone contacts with insurance payers to resolve issues.
- Competent use of computer systems, software, and 10 key calculators.
- Ability to work well in a team environment. Being able to triage priorities, delegate tasks if needed, and handle conflict in a reasonable fashion.
- Knowledge of accounting and bookkeeping procedures.
- Customer service skills for interacting with patients regarding medical claims and payments

LANGUAGES

English, Urdu, Kashmiri, Hindko.

COMPUTER SKILLS

- Microsoft Office 2016
- Adobe Photoshop CC
- In page

