



Muhammad Ali

MBA-Finance



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March 15, 1993



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Why *Muhammad Ali*?

A highly self-motivated person which is committed to work, reliable, trustworthy and responsible. Has excellent communication and interpersonal skills, willing to undertake exciting and challenging jobs. Looking forward to a challenging career with eagerness to learn and utilize my skills and abilities to achieve success.

CORE STRENGTHS & ENABLING SKILLS

- ERP (SAP) Beginner
- Pinnacle (Excellent)
- Logistics/Inventory Management
- Typing Speed (40 WPM)
- ERP (Oracle) Beginner
- Accounts Analyst
- Amazon
- Ms Office (Excellent)
- Customer Service
- Dispatching

PROFESSIONAL EXPERIENCE

MedsITNexus

Works as "**Billing/AR Executive**", Nov 2021- Present

Responsibilities:

Charge Entry, Payments Posting, Denials, Follow-up, Rejections

To work on the Account Receivables, Denial Management, Appeal Management.

Answer patient calls or make #insurance calls regarding inquiries pertaining to assigned accounts.

Follow-up on unpaid claims within standard billing cycle timeframe

Check each insurance payment for accuracy and compliance with contract discount

BellMedex

Works as "**Credentialing/EDI & ERA Enrollment Specialist**", May 2021 –Oct 2021

Responsibilities:

Implementing New & Existing Clients with EDI Transactions.

Supporting New & Existing Cases for Providers.

Enroll New providers for EDI Transactions

Manage new % existing Payer Trading Partner connections

Medical Transcription and Billing Company (MTBC)

Works as "**Credentialing Specialist**", August 2020 –April 2021

Responsibilities:

Review the approval and termination of professional provider contracts as they relate to the credentialing process.

Interact with all the customers to ensure prompt and accurate communication as needed to provide the service expected and to meet the goals of the service. Support, encourage and contribute to the professional growth of all department employees.

PROFESSIONAL EXPERIENCE

Metropolitan Solutions Limited (MSPL)

Works as "**Operations Officer**", September 2019 –April 2020

Responsibilities:

Establish routes for assigned delivery Hubs timely and effectively. Preparation of routes for upcoming schedules.
Ensure proper utilization of company fleet
Tracks all incoming trailer inventory. Coordinate with customer service department.
Proper use of assigned software for establishing routes. Documentation of all reports. Coordination with managerial personnel in order to meet operational goals
Monitoring daily activities in electrical operation section, ensuring compliance with security measures and standard procedures. Rendering support in troubleshooting and preparing daily technical reports\
Any other task given by supervisor

AMFAH Communications

Works as "**Executive**", December 2015 –August 2019

Responsibilities:

Lead Generation for Final Expense, auto insurance. Providing quotes to customer
Outbound Campaign

PROFESSIONAL QUALIFICATION

- **Iqra University Islamabad (2014 – 2018)**
MBA – Finance
Final Year Project:
 - *Impact Of Corporate Governance on Capital Structure*
 - 65.96 %
- **Gomal University Dera Ismail Khan (2011 – 2013)**
BSc – Mathematics, Statistics, Computer Science
 - 52.45 %
- **Government Degree College No.1 BISE Dera Ismail Khan (2009 – 2011)**
Intermediate – ICS
 - 55.90 %
- **Dera Public School BISE Dera Ismail Khan (2007 – 2008)**
Matric – Science
 - 65.90 %

HOBBIES

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|-------------|----------------|-----------------------|
| ▪ Reading | ▪ Travelling | ▪ Cooking |
| ▪ Badminton | ▪ Web Browsing | ▪ National Geographic |
| ▪ Writing | | |