

Habib Ullah

Medical Billing Specialist

Efficient Accounts Receivable Specialist offering **Number** years of experience in accounts receivable functions. Excellent knowledge of collection and claims procedures with strong communication skills utilized in resolving customer queries. Skilled in accurately preparing weekly and monthly reports within tight deadlines. Experienced Accounts Receivable Specialist with **Number** years of experience in fast-paced environments with credit and collections industries. Successful in reducing delinquencies with strategic approaches to customer service. Balanced assessor of account health specializing in devising creative solutions to unprecedented discrepancies.



Contact

Address

Khairabad Toru Mardan
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Phone

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com



Work History

2021-06 -

Current

AR Specialist

Eservmd Islamabad, Islamabad

- Managed efficient cash flow reporting, posted cash receipts and analyzed chargebacks, independently addressing, and resolving issues.
- Performed targeted collections on past due accounts aged over **Number** days.
- Analyzed, prepared, and issued chargeback notices for payment to prevent third-party collection agency involvement.



Skills

Payment posting

Codes reviewing

Accurate payment posting

Aging reports analysis

Month-end closing
procedures

Team Bonding

Statement preparation

Cash application



Education

2012-09 -

2016-09

BS Hons: Chemistry

Abdul Wali Khan University Mardan - Mardan



Languages

English

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Professional
Working