

Qammar Taj



Contact

Current Address:

Commercial Market, Rawalpindi

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Languages

English

Urdu

Hobbies

- Writing
- Internet Browsing
- Reading
- Designing
- Gaming

Summary

My aim is to attain a position in a growth-oriented company where I can use my strong organizational and technical skills to contribute to the company's success. I am also seeking a position that will allow me to continue developing my abilities while contributing to the goals of the organization.

Skill Highlights

- Demo & Charge Entry
- Payment Posting
- Team Assistance
- Verification of Benefits
- Prior Authorization
- MS Office

Experience

Billing Executive – Aug 2022 to Aug 2023

Pro MD Solution

Practice: Mental Health

Software: Korea, Office Ally

1. Demo & Charge Entry.
2. Payment Posting.
AR Follow UP

Medical Billing Executive – Sep 2023 to Present

Pyramids Global

Practices: Physical Therapy, Occupational Therapy & Speech Therapy

Software: Raintree

- Verify patient insurance eligibility and verifications.
- Obtaining Prior Authorization.
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Education

MA: Education – 2019-2021

Allama Iqbal Open University

B. Com: Commerce – 2014-2016

University of Azad Jammu & Kashmir

Certifications

06 Months Computer Diploma from Moon Creation School of IT.

02 Months CPB course from PMTAC, Rawalpindi.