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| Jane Doe |
| SummaryDetail-oriented and motivated recent graduate with a strong foundation in medical billing practices. Eager to leverage skills in a dynamic healthcare environment to ensure accurate and timely billing processes.Work Experience**Medical Billing Intern Jun 2022 – Aug 2022**HealthCare Solutions Springfield, IL* Assisted in processing insurance claims, resulting in a 15% reduction in claim denials.
* Performed data entry of patient information and billing codes with 98% accuracy.

**Customer Service Representative Jan 2021 – May 2022**ABC Medical Supplies Springfield, IL* Provided support for billing inquiries, improving customer satisfaction ratings by 20%.
* Maintained patient records and assisted in the insurance verification process.

EducationAssociate Degree: Health Information Technology Jan 2022*Springfield Community College**Springfield, IL* | Contact(123) 456-7890jane.doe@example.comSpringfield, IL 62701SkillsMedical BillingCoding KnowledgeInsurance VerificationData EntryCustomer ServiceAttention to DetailTime ManagementProblem SolvingHIPAA ComplianceTeam Collaboration |