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| Emily Johnson | | |
| Summary  Highly skilled Senior Billing Specialist with over 10 years of comprehensive experience in billing management and financial operations. Expert in leading billing teams, optimizing processes, and enhancing revenue collection strategies.  Work Experience  **Senior Billing Manager Jan 2018 – Present**  JKL Enterprises New York, NY   * Led a team of 10 billing specialists, improving department efficiency by 40% through process re-engineering. * Developed and implemented strategic initiatives that increased revenue collection by 25% year-over-year.   **Billing Supervisor Jun 2015 – Dec 2017**  MNO Group New York, NY   * Supervised billing operations for a diverse client base, ensuring accuracy and compliance with industry regulations. * Reduced billing discrepancies by 35% through training and enhanced quality assurance measures.   Education Master of Business Administration Jan 2015 *New York University**New York, NY*  certifications   * Certified Professional Biller – AAPC – 2016 | Contact  (555) 123-4567  emily.johnson@example.com  New York, NY 10001  Skills  Billing Management  Financial Analysis  Team Leadership  Process Optimization  Client Relations  Regulatory Compliance  Advanced Excel Skills  Project Management  Strategic Planning  Negotiation |