

Muhammad ABDULLAH

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SOCIAL MEDIA

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PROFILE

To obtain a challenging, demanding position in an organization where accomplishments are rewarded with responsibility and advancement and where I can make good use of my creative and decisionmaking abilities for the establishment of Future Plan: a goal-oriented professional and to aid Management to help in plan and to run the organization effectively.

EDUCATION

10.2016 - 08.2021 University of Management and Technology , Lahore
BC-CS

EXPERIENCE

07.2021 - present Active key Solutions
Program support Specialist
2 years experience as medical billing executives/program support specialist
Giving demos to the clients about Home Health Software, Medical billing Software.
Attending and making patient calls to solve their queries.
Verification of benefits / Prescriptions follow ups

03.2021 - 07.2021 Cyber system limited
AR executive
Checking Eligibilities and follow ups and statuses

SKILLS

- Good communication - written and oral skills
- Excellent conceptual and analytical skills
- Effective interpersonal skills

SOFTWARE SKILLS

Microsoft Office
Team Management
Quality Assurance

PERSONALITY

Communicative Punctuality
Creativity Organized

LANGUAGES

Urdu
English
Punjabi

HOBBY

Cricket / snooker Technology traveling