



## A GREAT OPPORTUNITY TO JOIN A LEADING BPO COMPANY IN SRILANKA

Legacy Health Pvt Ltd. provides Insurance Claim processing with revenue Cycle Management Services to a fast growing, recession proof healthcare industry in the USA. We are committed to delivering processed Medical Insurance claims which meet US HealthCare industry standards, whilst meeting stringent time targets and clients expectations. We are leading RCM Company headquartered in Sanford North Carolina with operations based in Colombo Sri Lanka.

Our rapid growth in the business requires the following vacancy to be filled.

### ***Assistant Manager - Operations (Night shift)***

#### **Roles and Responsibilities**

- The ideal candidate will be responsible to ensure client accounts are worked efficiently, goals and targets are met, vendors and clients are managed appropriately and issues & results are communicated effectively.
- An excellent team player who can establish and maintain good relationships with colleagues and clients. You will be responsible to maintain benchmark KPI's, ensure smooth transition of clients from onboarding to operations while meeting service level agreements

#### **Selected candidate can look forward for**

- A competitive salary package above the industry average
- An excellent working environment
- Guidance, Training and Support for career advancement
- Both ways transport
- The ideal candidate must be willing to work in an ongoing night shift (7.30 PM to 4.30am)

#### **Qualifications & Experience Required;**

- Minimum 8 years of experiences including 4 years of related experience in Management Level (RCM experiences will be an added advantage)
- Strong reporting and analytical skills
- Proficiency in MS Office products – Intermediate to Advanced excel skills required
- Excellent communication and presentation skills
- Good people management skills and a team player
- Demonstrate commitment to high ethical standards
- A proven ability to work effectively with physicians and the senior management
- Experience in Athena (Practices Management) software will be an added advantage

Email your CV to:

[careers-colombo@legacyhealthllc.com](mailto:careers-colombo@legacyhealthllc.com)

and mention the position applied for in the subject line.



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