

CHRISTOPHER BRANFORD
3130 VINE ST. DENVER, CO 80205
914-426-3092

ACCOUNT MANAGER

Highly motivated, professional, manager with over 11 years' in a fast-paced healthcare industry. Extensive experience as Customer Service Supervisor and Billing Representative. Exceptional people and management skills

PROFESSIONAL EXPERIENCE

2014- 2018 - Premier Medical Corporation

Denver, CO

Account Representative

- Was responsible for developing new business in all divisions of the company; to include establishing new accounts. Closing sales by building rapport with potential accounts; explaining products and service capabilities; overcoming objections; working with National President/Vice President and CEO to prepare contracts.
- Recommended changes in products, services, and policy by evaluating results and competitive developments.
- Serviced assigned accounts, obtained orders by meeting with the Presidents, Administrator, DON and Managers to maintain a high level of customer service.
- Resolved customer complaints by investigating problems; developing solutions; preparing reports and making recommendations to management.
- Maintained professional and technical knowledge by attending educational workshops and reviewing professional publications. Participating in local and national trade organizations Attended trade organization meetings and events that would be of benefit to the company to have a representative in attendance and provided input in all meetings to promote the company.
- Directed and controled operations and information to maintain sound privacy and security practices and prevented privacy or security breaches. If a breach occurred, take corrective action(s).
- Promoted a sense of teamwork and cooperation among employees and management.

2007- 2014 - Premier Medical Corporation

Denver, CO

Customer Service Supervisor & Billing Representative

- Performed all billing functions required for the billing and accounting system including preparing invoices, preparing various reports and update and maintenance of various logs.
- Verification of third party reimbursement and perform electronic processing for claims to be reimbursed.
- Maintained an open line of communication with patients and clients. Resolved any customer related problems or concers.
- Insured billing occurred in a prompt and timely manner.
- Obtained necessary information for billing purposes and reviewed it for completeness and accuracy.
- Input customer orders into the system as a backup for the customer service coordinators.

EDUCATION

2004

College America

Denver, CO

- Associates Degree, Occupation Studies in Medical Specialties