

MARY ANN JOY GOZUM

Healthcare
Representative

Profile

Customer Service Representative/Researcher with over 5 years of experience in managing administrative tasks. Highly skilled in communication, time management, and problem-solving. Committed to delivering high-quality work and exceeding expectations.

Work Experience

2018

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202

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know as Sitel

Corporation

Customer Service/

Healthcare


Representative

- Task
- Assisted patients to find doctors within the network
- Facilitated the schedule of patient appointments with medical providers
- Provide patients with information about medical providers, such as addresses, telephone numbers and office hours



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Education

Bachelor of Design
Tarlac State University
2015-2018

**Bachelor of Public
Administration**

Expertise

*Meticulous Quick to
attention detail Adapt
*Efficient time
management
*Excellent verbal
and written
communication
skills

CRM
TRAINED
CITRIX
TRAINED
HIPPA
TRAINED

Language

English
Tagalog