

Kelly Services is currently hiring multiple Claims Technicians for a well-known healthcare insurance company in Wichita Falls, TX.

Snapshot:

- August 21, 2017 start date
- Pay rate is \$10.58-\$11.58/hour
- Shift Information: Monday through Friday 8:00 AM until 5:00 PM/ Flexible Schedule after Training (8 hour shift between 6AM-6PM)
- 16 weeks of paid training

Job Duties:

- Under supervision, you will be responsible for processing complex claims requiring further investigation, including coordination of benefits, and resolving pended claims
- Review and compare information in computer systems and apply proper codes/documentation
- May place outgoing calls to providers and/or pharmacies for further investigation before processing claims

Job Specific Qualifications:

- High School Diploma or GED
- Data Entry and/or typing experience
- Clear and concise written and verbal communication skills
- Ability to multi task and prioritize is required
- Social, verbal and written communication skills
- Ability to sit for long periods of time
- Strong problem-solving and analytical skills
- Dependable and flexible

As a Kelly employee, you'll have access to premier perks, including:

- Kelly-sponsored Affordable Care Act health care coverage available to eligible employees
- Group insurance options*
- Service bonus plan
- Holiday pay plan
- Weekly electronic pay options
- Online training campus that provides more than 3,000 free courses to help improve and develop skills
- Exclusive online employee community
- Employee assistance program available at no cost
- Corporate discounts
- Transportation Spending Accounts (offered and administered by Leslie & Associates - these plans are not sponsored by Kelly Services)

Please note - this position is being recruited for by a remote, not your local Kelly branch. To apply, submit your resume online or email to shec667@kellyservices.com. If you have questions regarding this position, you may contact the recruiter at shec667@kellyservices.com.