

## **MaineCare Biller**

SeniorsPlus is seeking a full-time, MaineCare Biller in our EIM Division in Lewiston. This position prepares and submits claims to MaineCare or other third party payers as needed, examining and resubmitting denied claims for payment and troubleshooting problems. Provides information and reports to MaineCare Billing supervisor and SeniorsPlus Fiscal Department as requested. Responds verbally and in writing to contracted providers' inquires about invoices, errors and payment status.

Qualifications include: Two year degree from a college or technical school in related field or equivalent training and experience. Three to five years experience in a computerized office environment. Two years of Healthcare billing, MaineCare and Third party billing experience required. Experience using relational databases and Microsoft Office Excel required.

Interested candidates should submit a letter of interest including salary requirement, and resume to [jobs@seniorsplus.org](mailto:jobs@seniorsplus.org), or:

Human Resources  
SeniorsPlus  
8 Falcon Road  
Lewiston, ME 04240

**SeniorsPlus is an Equal Opportunity Employer**