I-CONIC SOLUTIONS LLC

1.AR Analyst (Night)

Job Profile Details

Placement Cycle	**ARKA JAIN University - Placements 2025-26**
Job Location	Jamshedpur
Date of Visit	NA
Position Type	Full Time
Expected Hires	NA
Sector	Consulting & Advisory
CTC	INR 15000 - 18000
Category	Level 2 - General

Description

COMPANY PROFILE:
I-Conic Solutions, a pioneer in Revenue Cycle Management Services for healthcare organizations, physician practices, and health systems of all types. Process - US Medical Billing / Healthcare / KPO
Interview Drive Details
Date: Tuesday, 4th November 2025 Time: 11:30 AM
Location: Jamshedpur
    1. AR Analyst (Any Graduate)
Position: AR Analyst
Qualification: Graduation (Completed or Pursuing Any Stream)
Salary: 15,000 18,000 per month
Key Responsibilities:
  - Contact insurance companies, patients, and healthcare providers to follow up on outstanding medical claims.
  - Identify and resolve issues related to unpaid or denied claims.
  - Ensure timely payment by appealing denials and correcting any billing errors.
  - Review and analyze insurance remittance advice for accurate reimbursement.
  - Maintain accurate documentation and communication records.
  - Collaborate with internal teams to address billing discrepancies and coding issues.
  - Deliver excellent customer service by handling inquiries and concerns effectively.
  - Stay informed about industry trends and insurance

regulation updates.

<u>Job Responsibilities:</u>
- Perform pre-call analysis and check claim status via payer calls, IVR, or web portals.
- Document all actions clearly in the client software for audit purposes.
- Record post-call updates and analyze follow-up results.
- Handle inquiries and complaints professionally, ensuring first-contact resolution.
- Research authorization details, nursing notes, and EOBs before initiating calls.
- Analyze A/R data to identify underpayments, denials, and their root causes, using appropriate codes for documentation.

2. AR Analyst (Science Background Preferred)

Position: AR Analyst
Qualification: B.Sc (Any Science or Allied Health Science background   Pursuing)
Salary: 15,000 18,000 per month

<u>Key Responsibilities:</u>
- Review daily patient visit reports and enter charges accurately.
- Cross-verify charges with physician notes and EHR documentation.
- Assist the coding team in reviewing charts for coding accuracy.
- Track and report any discrepancies or missing details.
- Follow standard operating procedures for billing and coding.

Open for Courses

- **Jain - Arka Jain University Jharkhand**

BBA
1. Finance
2. Marketing
3. Human Resource

B.Com (Hons.)
1. Finance
2. Marketing
3. Human Resource

BCA
1. Data Science (DS)
2. Artificial Intelligence (AI)

D.Pharm

1. Pharmacy

BA (Hons.)

1. Fashion Design
2. English
3. Journalism & Mass Communication

B.Pharm

1. Pharmacy

Eligibility Criteria

BA (Hons.)	*All students are eligible*
B.Pharm	*All students are eligible*
BCA	*All students are eligible*
B.Com (Hons.)	*All students are eligible*
D.Pharm	*All students are eligible*
B.Sc	*All students are eligible*

Work Experience Criteria	No work experience based criteria defined yet!
Allowed Genders	[Y] Male students [Y] Female students [Y] Other Genders
Backlogs	Students with backlog(s) not allowed

Hiring Workflow

Pre-placement Talk	*No Venue/Time specified*
HR interview	*No Venue/Time specified*

Additional Info

No additional information