

## Sr. Billing Executive (Overseas)

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Company: Ezee Technosys

Location: Melbourne

Category: other-general

Full-Time Austral , Melbourne , Manila 2 to 5 Summary:We are seeking a highly skilled and experienced Sr. Billing Executive to join our Billing and Subscription department.

The ideal candidate should have a minimum of 2 to 5 years of experience in billing and subscription management. As a Sr. Billing Executive, you will be responsible for overseeing the billing process, ensuring accuracy and efficiency, and maintaining strong relationships with clients. You will play a crucial role in ensuring timely and accurate invoicing, resolving billing discrepancies, and providing exceptional customer service.Roles and

Responsibilities:Manage the end-to-end billing process, including generating invoices, verifying accuracy, and ensuring timely delivery to clients.Collaborate with cross-functional teams to gather necessary billing information and resolve any discrepancies.Maintain accurate and up-to-date billing records, including customer information, payment terms, and pricing details.Monitor and analyze billing data to identify trends, issues, and opportunities for process improvement.Respond to client inquiries and resolve billing-related issues in a timely and professional manner.Collaborate with the sales team to ensure accurate pricing and billing for new and existing clients.Assist in the development and implementation of billing policies, procedures, and best practices.Stay updated on industry trends and changes in billing regulations to ensure compliance.Provide training and guidance to junior billing team members as needed.Qualifications:Bachelor's degree in Accounting, Finance, or a related field.2 to 5 years of experience in billing and subscription management.Strong knowledge of billing processes, systems, and best practices.Proficient in using billing software and Microsoft Office Suite.Excellent attention to detail and accuracy.Strong analytical and

problem-solving skills.Exceptional communication and interpersonal skills.Ability to work independently and collaboratively in a fast-paced environment.Strong organizational and time management skills.Knowledge of billing regulations and compliance requirements is a plus.Join our team as a Sr. Billing Executive and contribute to our mission of delivering exceptional billing services to our clients. #J-18808-Ljbffr

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