

Consumer Loan Collector

SUMMARY:

The Consumer Loan Collector's responsibility involves the collection of all delinquent accounts of consumer, mortgage, Visa, and other loans as well as processing garnishments, levies, and other actions to recover past due accounts.

Job Functions include: (Note: this is a representative list only - complete list provided with purchase)

- Contacts delinquent borrowers in person, by telephone, or by mail, to encourage prompt repayment of delinquent accounts.
- Confers with customers to determine reason for overdue payment, reviewing terms of loan, charge, or credit contract with customer.
- Records information about financial status of customer and status of collection efforts in the appropriate records of the organization.

(also details Supervisory Responsibilities, Qualifications, Education and/or Experience, Language Skills, and work environment)