

Collections Officer

Hays • Melbourne CBD VIC



Base pay

\$48,000 - \$68,000



Work type

Full time



Contract type

Permanent

Job details



Date posted

06 Aug 2021



Expired On

06 Aug 2022



Category

Banking, Superannuation & Finance



Occupation

Accounts Receivable/Collections



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\$48,000 - \$68,000



Contract type

Permanent



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Full time

Full job description

Your new company

A large national organisation delivering consumer and commercial credit receivable solutions for their clients are seeking multiple Collections Officers to join them either a contact or permanent basis.

Your new role

Working in a call centre environment, your role will include making inbound and outbound calls to individuals and businesses to successfully recover outstanding debts on behalf of clients. The objective of this role is to maximize collections through high levels of productivity, excellent negotiation skills and collection techniques.

What you'll need to succeed

To be successful in this role you will need to be a target driven individual with the ability to think on your feet and adapt in a fast paced environment. You will also need:

- Previous call centre experience
- High level customer service skills
- Ability to negotiate and influence
- Excellent written and verbal communication skills
- Ability to build rapport and manage positive relationships over the phone

This role will require to you be available to work on a rotating roster between 8am and 8pm, Monday to Friday and work occasional Saturdays 9am to 3pm.

Those on visa's are also welcomed to apply!

What you'll get in return

- Full-time classroom training
- Great commission structure
- Part time and full time hours available
- Fun and Engaging team culture

- Penalty rates for weekend work

What you need to do now

If you're interested in this role, click 'apply now' to forward an up-to-date copy of your CV, or call us now.

If this job isn't quite right for you but you are looking for a new position, please contact us for a confidential discussion on your career.

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