



Position Opening Notice

Position: Asset Liquidation Specialist (Collateral Recovery)

Availability: Monday – Friday and some Saturday

Supervisor: AVP/Member Solutions

Duties: Under general supervision, the Asset Liquidation Specialist will be responsible for maintaining a complete debt collections portfolio, cross training in other areas of loss mitigation and providing general support in all areas of the department. This position is also responsible for handling the administrative and repossession functions in the Member Solutions Department, as well as some of the operational functions.

Qualifications: High school diploma with a minimum of three (3) years of directly related experience in customer service, sales, collections or in a financial institution. Excellent verbal and written communication skills as well as listening skills. Skilled in Microsoft Word and Excel. Ability to maintain integrity and confidentiality. Ability to communicate effectively and work well with other members of staff.

Apply To: <https://www.envisioncu.com/>