

## Field Executive (Collection Agent & Verification agent )

### Qualifications

Minimum 10th, 12th pass.

### Experience

Fresher & experience both can apply.

### Description

Hiring for Banking Sector

Designation : Field Executive (Collection & Verification)

Job Location : Mandi, Sundernagar, Kullu, Hamirpur & Bilaspur

No. of vacancies : 5 ,

Partner Bank : HDFC, IDBI, Reliance Money, AU Small Bank, L & T Finance

Qualification : Minimum 10th, 12th pass

Experience : Fresher and experienced both can apply.

Salary : 12 k + Fuel allowance + Incentives

Skills : Good communication skills, Problem-solving.

Note : Candidate must have own Vehicle and ready to work in any location.

### Responsibilities

Responsibilities of Field Executive (Collection Agent & Verification agent )

Field executive or collection executive is responsible for collecting the payment of overdue bills, loans, or other payments. Acts as the liaison between creditors and customers and manages overdue accounts. The main role are :

- Create a list of customers who have not paid payments.
- Locate customer by their address mentioned in bank record.
- Call customers and fix meetings.
- Inform client for their overdue payments.
- Review the terms of sale or loan documents properly.
- Attempt to collect payments.
- Ensure the customers detail are same as mentioned in documents (eg. address, contact numbers, emails )
- Listen to customers properly and determine if debit can be collected on time or not.
- Setup new repayment plan or new terms of sales.
- Print report to respective bank Management.

### Hiring organization

Motivfly Consultancy Services Pvt. Ltd

### Employment Type

Full-time

### Beginning of employment

7th July, 2021

### Duration of employment

Permanent

### Industry

Banking Sector

### Job Location

Sundernagar, 175002, Mandi, Himachal Pradesh, India

### Working Hours

8 – 9 hours

### Base Salary

INR 12000 - INR 15000

### Date posted

03/07/2021

### Valid through

31.12.2021

### Contacts

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