

Robert Smith

Repossession Agent

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SUMMARY

Experience in Law Enforcement (police explorer), several years in Security and most recent the repossession industry. A safety minded person who is looking to excel in a new career.

SKILLS

Customer Service Oriented, Towing And Recovery And Skip Tracing.

WORK EXPERIENCE

Repossession Agent

ABC Corporation - May 2015 – October 2015

- Located and recovered personal property that has been sold under a legal contract agreement, complete vehicle condition reports, deliver collateral to .
- Traced and located vehicles to be repossessed Repossessed vehicles with wrecker or flatbed truck Transported vehicles to auction via flatbed truck .
- Skipped trace, talk to clients, document paperwork, hook up to cars Skills Used People skills, patience, understanding, multitasking.
- Operated tow truck and facilitated full repossession process.
- Assisted internal and external members with inquiries regarding, holds, warnings, and negative share members
- Placed, monitored and removed lockouts pursuant to procedures outlined in the Collection Manual
- Acted as a liaison between vendors, insurance agencies, and credit union partners.

Repossession Agent

Delta Corporation - 2012 – 2015

- Approve all vehicles for repossession to include verification of lien holder, member notices and loan documents
- Use Auto IMS to place unit with Repossession Company
- Process physical damage and skip claims through VSI or CPI (if applicable)
- Prepare and send notices of repossession and right of redemption (if applicable)
- Prepare file for redemption of vehicle
- Prepare title work for sale at auction to include floor price
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

GED in General - 2000(Clackamas Community College - Oregon City, OR)