

# ROBERT SMITH

## Associate Repossession Agent

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### SUMMARY

Responsible for managing a wide range of duties, involving repossession, redemptions, remarketing and recovery of collateral in a shared service environment.

### CORE COMPETENCIES

Management, Organizing.

### PROFESSIONAL EXPERIENCE

#### Associate Repossession Agent ABC Corporation - 2011 – 2014

##### Key Deliverables:

- Engaged in the business of locating and recovering of personal property, duties included conducting research to locate debtor, completed inventory.
- Operated self loading tow truck Preform condition reports on vehicles Schedule assignments.
- Collected unpaid merchandise -Distribute and deliver furniture.
- Responsible to include customer service, order entry, filing, transportation and looking over and updating 400 accounts.
- Repossessed homes and properties Cleaned and maintained properties throughout the selling process.
- Managed teams up to 4 people to bring properties.
- Repossessed vehicles and watercraft for clients due to non-payment Towed vehicles property safely and without damage.

#### Repossession Agent Delta Corporation - 2013 – 2015

##### Key Deliverables:

- Located and retrieved collateral and outstanding items on loan.
- Owned and operated investigation and repossession agency Clients included major car dealerships local bail bonds agencies collection agencies and .
- Helped repo cars I made sure no one jumped on the driver.
- Transported vehicles from one store to another when needed.
- Located and verified vehicles to be repossessed.
- Processed payments from clients.
- Responsible for the repossession of autos, boats and ATVs, etc.

### EDUCATION

High school or equivalent - (Grant High School)

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