

## **HENRY WALKER Asset Recovery Specialist**

(123) 456 7899

Los Angeles

www.qwikresume.com

### 🔼 PROFESSIONAL SUMMARY

Resourceful asset recovery professional with two years of experience in debt collection and financial reconciliation. Skilled in employing negotiation tactics and analytical methods to optimize recovery processes. Passionate about enhancing client interactions and safeguarding organizational assets. Looking forward to applying my expertise to drive impactful financial solutions.



#### 🔛 WORK EXPERIENCE

#### Asset Recovery Specialist

Pineapple Enterprises

Mar/2024-Ongoing

耳 Santa Monica, CA

- 1. Conduct thorough investigations to locate and recover lost or stolen assets.
- 2. Adhered to internal guidelines to collect debts while effectively managing complaints and maintaining quality assurance.
- 3. Utilized active listening and negotiation skills to arrange payment plans and foster positive relationships with clients.
- 4. Exhibited empathy and urgency in communications to motivate timely debt resolution.
- 5. Thrived in a high-pressure environment, consistently exceeding company performance targets.
- 6. Documented all collection efforts accurately and truthfully.
- 7. Identified and reported fraudulent activities to clients, managing a minimum of 300 calls daily.
- 8. Trained and mentored new team members to enhance departmental performance.

#### **Asset Recovery Specialist**

Mar/2023-Mar/2024

#### Summit Peak Industries

- **耳** Denver, CO
- 1. Managed a subprime car loan portfolio totaling \$1,200,000, negotiating payments on delinquent accounts.
- 2. Maintained a high productivity rate for both outbound and inbound calls.
- 3. Secured and protected credit union assets through the effective collection of delinquent loans.
- 4. Initiated ACH telephone requests and handled debit/credit card activations, assisting with fraud disputes.
- 5. Processed monthly loan charge-offs and balanced to the allowance for loan loss general ledger.
- 6. Implemented a specialized division for account restructuring and payment history modifications.

# SKILLS Debt Recovery Analyst Documentation Skills Technical Proficiency Database Management Presentation Skills Critical Thinking **INTERESTS**







## EDUCATION

#### Bachelor of Science in Finance

mar/2022-Mar/2023

State University

**耳** Denver, CO

Focused on financial analysis and asset management principles.

## ACHIEVEMENTS



Successfully reduced outstanding debts by over \$200,000 within one year.