
Debt Consultant Resume

Job Objective

Seeking a challenging position of Debt Consultant position in a reputed organization to utilize my experience and my knowledge to benefit the organization.

Work Experience:

Debt Consultant, August 2005 – Present
Dell, Derby, CT

- Consulted potential clients on unsecured debt hardship.
- Performed financial debt analysis and portfolio for submission to underwriters.
- Discussed hardship program and available options.
- Completed and submitted enrollment forms.

Debt Consultant, May 2000 – July 2005
KCP, Inc., Derby, CT

- Consulted with consumers who expressed interest in debt resolution regarding complex and financial debt settlement.
 - Discussed with consumers about different debt resolution options.
 - Developed viable and specific debt resolution plan for the consumer.
 - Guided consumers towards making learned decision to join the Debt program.
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Summary of Qualifications:

- Admirable experience in Debt settlement sales consulting
 - Skilled in analyzing financial budgets
 - Thorough understanding of FDCPA guidelines
 - Sound knowledge of debt rules, regulations and policies
 - Computer proficiency in Windows and MS Office
 - Profoundly able to successfully multi-task with competing priorities and deadlines
 - Ability to handle large volume of inbound and outbound calls
 - Ability to calculate percentages and develop payment plans
 - Fluent in English, Spanish and French
 - Good organizational and time management skills
 - Good written and verbal communication skills
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Education:

Bachelor of Science – Business Management, Southern Arkansas University, Arkansas, AR

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