



LIBIN VARGHESE

DEBT COLLECTOR

PROFILE

Results-oriented Debt Collector with 5 years of experience and knowledge in the sector. Strong negotiator able to work in a very fast-paced environment and adapt to situations. Collects accounts in compliance with all applicable regulations and internal performance standards in order to meet personal and team goal objectives. Thorough legal and business economics acumen and excellent interpersonal skills.

CONTACT

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DRIVING LICENSE

Valid Qatar Driving License
Valid Indian Driving License

EDUCATION

UC College - Aluva

2009 - 2012

B.Com in finance, course completed in the year 2012 from Mahatma Gandhi university.

VCS HS School

2008 - 2009

Plus two in computer commerce in the year 2009 from Board of higher secondary examinations, Kerala

WORK EXPERIENCE

Al Wahat - Drinking Water Industry [Debt Collector]

2017 - Currently

Make arrangements to settle overdue accounts, formalize payment arrangements and follow up until accounts are fully paid

Execute adequate and timely collection and instigate recovery activities in order to minimize risk costs and optimize returns

Investigate payment arrears in the portfolio and code debtor appropriately in order to determine following collection process steps

Al sulaiti Law firm [Document Controller]

2014 - 2016

Responsible for the timely, accurate and efficient preparation and management of documents. Control the numbering, sorting, filing, storing and retrieval of both electronic and hard copy documents produced by technical teams or departments.

SKILLS

Accuracy	
Multitask	65%
Listening	95%
Speaking	100%
Neotiation	90%