

# COLLECTION DEPARTMENT AMERICAN TRUCKING COMPANY

**City: Warsaw**

**Afternoon and evening work hours**

## **Job description:**

- Telephone negotiation of repayment date.
- Regular balances control.
- Developing and execute collection processes on past due invoices.
- Preparing reports of payment status regarding disputes in payments for the management

## **Requirements:**

- Fluent english
- Perfect communication abilities
- Good interpersonal and negotiation skills.

## **We offer:**

- Attractive salary.
- Stable employment based on a contract of employment.
- Necessary work tools.
- Work in an international, constantly growing company.
- Individual introductory training.

Please send CV to

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