

Collector Cover Letter

782 Adelaida Highway South Chase, WA 41844-0076

Dear Emery Heller,

I submit this application to express my sincere interest in the collector position.

Previously, I was responsible for excellent customer service regarding collection issues, review and resolve client discrepancies and short payments as identified by AR Analyst.

My experience is an excellent fit for the list of requirements in this job:

- Basic computer skills including the use of Microsoft Word, Excel and email processing programs
- Formal letter writing experience
- Monmouth County, NJ
- Proof of Immunizations
- Bilingual (read, write, and speak) in Spanish
- Education - High School diploma OR GED minimum
- Collections / Call Center experience strongly preferred
- An in-depth understanding of collections and negotiation skills

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Peyton Cruickshank