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# Example of Credit Support Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of credit support. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for credit support

* Provide sound credit counseling to sales and service partners on all client issues
* Take ownership of client concerns and be accountable as first point of contact
* Make recommendations for value added enhancements to service/operational efficiency
* Proactively identify solutions to recurring errors and service gaps and recommend process efficiency and effectiveness enhancements
* Support revenue growth by reducing revenue leakage and focusing on opportunity spotting initiatives
* Ensure all authorities for the role are adhered to, reviewed and understood
* Apply managerial excellence to drive results, enable high performance, strengthen partnerships and lead change
* Maintain records and ensure data integrity and delivery of Client Service Commitments (CSCs)
* Lead initiatives to improve the client experience and champion the importance of having the client at “top of mind”
* Address client escalations to identify trends and find effective solutions

## Qualifications for credit support

* Credit knowledge/experience considered an asset
* 4-year degree, Accounting or Finance is preferable
* 2-4 years of computer and MS Excel experience
* Experience with an ERP financial system
* Contract review and analysis experience
* Process Review and Optimization experience