

**Job Title:** Collector

**Location:** Everhart Branch, Corpus Christi

**Status:** Full time

**Description:** The position of Collector will manage the collection activity of the Indirect Lending Portfolio. Duties include contacting customers in a loan default situation and making arrangements to cure their default; handling and managing the check by phone operation; serve as back up to the department manager and loan assistant in his or her absence; Make ready and dispose of Repossessed collateral.

**Skills/knowledge:** Basic computer skills; Familiar with Word and excel. Must be able to verbally communicate well with customers. Familiar with a variety of the field's concepts, practices, and procedures. Rely on experience and judgment to plan and accomplish goals.

***Position Requirement***

High School diploma (or equivalent).  
Minimum of 1 year experience in collections.  
Must have valid driver's license and good driving record.  
Some college helpful but not required.  
**Bilingual (Spanish) required.**

**Application information**

We accept applications and resumes only for current job openings. Resumes will be accepted; however, an application must be completed to be considered for employment.

Resumes and applications should be faxed to 361-888-3796 or emailed to [jharris@fcbot.com](mailto:jharris@fcbot.com)

**Equal Opportunity Employer**