



Required: **Junior, Intermediate and Senior Credit Investigators**

Basic Function:

Investigate history and credit standing for corporations and individuals applying for credit. Complete comprehensive credit reports with information gathered through telephone interviews and various database sources.

Specific Responsibilities and Skills

Ability to understand and interpret a variety of search results, including: corporation profiles; commercial and consumer credit files, personal property lien searches, title searches, litigation searches, and bankruptcy searches.

Ability and knowledge required to be successful in obtaining bank ratings and trade references. Ability to analysis the information collected and investigate any inconsistencies in information returned.

Ability to be analytical and resourceful in collecting and utilizing information.

Preferred Requirements:

Credit Reporting Experience
Legal and or Banking Background Experience
Advanced Knowledge of Micorsoft Word/Outlook
Strong Typing Skills
Good Telephone Skills
Excellent Customer Service Skills
Strong Organization Skills
Ability to Multi Task
Strong Personal Commitment

Please submit resumes to: ctoms@qcs.com