

Bilingual Accounts Receivable Specialist (French)

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Company: CB Canada

Location: Milton

Category: office-and-administrative-support

Bilingual Accounts Receivable Specialist

(English / French)

From \$29 to \$35 per hour

PLUS a \$2,500 Sign-on Bonus

Toronto Branch

3333 James Snow Parkway North, Milton, ON L9T 8L1

At Uline, Finance isn't just about the numbers; it's about supporting the entire business.

Better together than apart This position is in-office, and we are looking for good people who share our passion.

Position Responsibilities

Initiate communication with customers to resolve past-due collection balances.

Respond to a high volume of collections email correspondences from customers.

Handle 120+ collections customer contacts daily via phone and email.

Determine appropriate escalation for delinquent collections accounts.

Support the management of appropriate collections account aging.

Identify high-risk accounts and notify management.

Minimum Requirements

High school diploma or equivalent.

Bilingual (English / French) required - 100% fluency in both verbal and written forms.

Experience in business to business environment **preferred.**

Minimum one-year experience in collections **an asset.**

Call center experience **an asset.**

Experience in reconciling accounts.

Excellent communication and problem-solving skills.

Strong phone manner with the ability to multitask.

Comfortable working in a high-volume, fast-paced environment.

Benefits

Company-paid extended health coverage that includes medical, dental and vision after only 30 days.

Basic life insurance, disability and wellness programs.

RRSP with 5% employer match, eligible after 30 days.

Paid holidays and generous paid time off.

Bonus programs that include annual performance, sales goals and profit sharing.

Employee Perks

Best-in-class, clean, modern facilities.

First-class fitness center.

About Uline

Uline is North America's leading distributor of shipping, industrial and packaging materials.

We're a family-owned company known for incredible service, quality products and same-day shipping of our huge in-stock inventory. With over 8,500 employees across 12 locations, it's time

you joined Uline.

Uline is proud to operate as a drug-free workplace

Uline is an Equal Opportunity Employer

#LI-AM1

#LI-TOR001

(#IN-TOROF)

Our employees make the difference and we are committed to offering exceptional benefits and perks! Explore <https://www.uline.jobs/#working-here> Uline.jobs to learn more!

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