



CREDIT RECOVERY GROUP
Fast. Legal. Effective.

CREDIT REPAIR SPECIALIST

Company Description

Credit Recovery Group, based in Houston, Texas, is a certified firm specializing in credit repair and credit restoration services across the United States. Utilizing consumer rights under laws like the Fair Credit Reporting Act and Fair Debt Collection Practices Act, we work to improve and correct credit reports efficiently, lawfully, and effectively. Our credit restoration program focuses on rectifying, updating, and removing inaccurate or unverifiable information from credit reports to boost credit scores. We pride ourselves on our expertise and dedication to helping individuals achieve financial well-being.

Role Description

This is a full-time, on-site role based in Houston, TX, for a Credit Repair Specialist. In this position, you will review and analyze credit reports, communicate with clients to understand their credit repair needs, and work to resolve credit issues in adherence to legal and regulatory guidelines.

This role requires troubleshooting discrepancies, ensuring accurate credit entries, and maintaining high levels of customer satisfaction. You will also provide status updates to clients and recommend solutions for long-term credit improvement.

Qualifications

- Strong Customer Satisfaction and Communication skills to interact effectively with clients and provide exceptional service
- Proficiency in Troubleshooting credit discrepancies and detecting inaccurate or unverifiable information within credit reports
- 2-4 years' experience in Maintenance & Repair of credit history and understanding of credit reporting regulations
- Familiarity with relevant consumer protection laws (e.g., Fair Credit Reporting Act, Texas Financial Code Chapter 393, Fair Debt Collection Practices Act) is a plus
- Detail-oriented with strong organizational and analytical skills
- Ability to work independently and manage multiple client accounts
- Available to multitask
- Fluid Bilingual English - Spanish is a requirement
- Evidence of a strong work ethic, detail orientation, and organizational skills.
- Pass a background check and drug screen

Benefits:

We offer competitive compensation, most major holidays, personal time off (PTO), Retirement Plan, medical, dental, vision and life insurance benefits.



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How to apply: If you wish to be considered for this opportunity, please send a cover letter and a copy of a current resume detailing work experience and education.

Credit Recovery Group, Inc. is an equal opportunity employer and value diversity at our company. We do not discriminate based on race, religion, color, national origin, gender, gender identity, sexual orientation, age, marital status, veteran status, or disability status, or any other characteristic protected by federal, state, or local law.