

Mexico Jobs Expertini®

Collections Manager

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Company: TD SYNEX

Location: Mexico City

Category: arts-design-entertainment-sports-and-media

Job Purpose:

As a Bilingual Collections Manager, you will play a pivotal role in strategically managing the collections department. Your responsibilities include ensuring day-to-day operational goals are met in compliance with all regulatory requirements. The ideal candidate will be proficient in both Spanish and English.

Responsibilities:

Strategic Leadership:

Lead and motivate the Collections team through effective strategic management.

Ensure the department's structure supports new and existing business initiatives.

Performance Management:

Set and achieve collections targets for DSO (Days Sales Outstanding), aged debt, and credit costs in alignment with AOP projections.

Manage month-end close and meet monthly and quarterly reporting requirements.

Provide accurate and timely reporting and forecasting for month and quarter-end schedules.

Financial Oversight:

Track and manage aging to enable the forecasting of Provision and Credit Costs.

Maintain SOX controls and reporting.

Relationship Management:

Develop and maintain customer relationships, addressing any issues that may arise.

Foster appropriate relationships with internal departments to ensure overall success.

Team Development:

Recruit, manage, train, and develop the Collections team.

Policy Development:

Create, develop, and maintain Credit Collections Policy and associated processes.

Compliance and Communication:

Ensure compliance with all processes and procedures, promptly highlighting any non-compliant actions.

Actively communicate with and support both internal and external customers, representing TD SYNEX professionally.

Knowledge, Skills, and Experience:

Minimum of 5 years' experience in a management/supervisory role.

Comprehensive people management skills, including coaching and performance evaluation.

Excellent organization skills, including time management and planning.

Effective communication skills, with proficiency in both Spanish and English.

Strong influencing, prioritizing, and gaining commitment abilities.

Problem-solving skills and commercial awareness.

Familiarity with SAP, Excel, and Outlook.

Experience in the distribution industry is advantageous.

This role presents an exciting opportunity for a bilingual professional to contribute to the strategic success of the collections department while fostering positive relationships and ensuring compliance with regulatory standards. If you possess the required skills and experience, we invite you to join our dynamic team at TD SYNEX.

TD SYNEX Statement:

TD SYNEX is committed to the full inclusion of all qualified individuals. As part of this

commitment, TD SYNEX will ensure that persons with disabilities are provided reasonable accommodations. If a reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact your recruiter.

TD SYNEX is an Equal Opportunity Employer- All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.

At TD SYNEX we embody our shared values of Collaboration, Accountability, Integrity, Excellence and Inclusion. Our organization strives to provide a diverse and inclusive environment for all our colleagues, company and community.

What's In It For You?

Elective Benefits: Our programs are tailored to your country to best accommodate your lifestyle.

Grow Your Career: Accelerate your path to success (and keep up with the future) with formal programs on leadership and professional development, and many more on-demand courses.

Elevate Your Personal Well-Being: Boost your financial, physical, and mental well-being through seminars, events, and our global Life Empowerment Assistance Program.

Diversity, Equity & Inclusion: It's not just a phrase to us; valuing every voice is how we succeed. Join us in celebrating our global diversity through inclusive education, meaningful peer-to-peer conversations, and equitable growth and development opportunities.

Make the Most of our Global Organization: Network with other new co-workers within your first 30 days through our onboarding program.

Connect with Your Community: Participate in internal, peer-led inclusive communities and activities, including business resource groups, local volunteering events, and more environmental and social initiatives.

Don't meet every single requirement? Apply anyway.

At TD SYNEX, we're proud to be recognized as a great place to work and a leader in the promotion and practice of diversity, equity and inclusion. If you're excited about working for our company and believe you're a good fit for this role, we encourage you to apply. You

may be exactly the person we're looking for!

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