



## Carrie Williamson

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### EXPERIENCE

#### SENIOR CREDIT CONTROLLER

Chicago, IL

03/2015 – present

- Ensure that all documents and paperwork are provided and are promptly and accurately filed
- Work with Continuous Improvement Team to apply robotics to operational processing
- Credit Management related processes as requested by Credit Manager
- To work with the Business to ensure that debt information is correctly managed and documented, may include monthly visits to assigned locations
- Provide consistent professional and efficient credit control
- Seek out opportunities to improve process, procedures and controls
- Assist with bi annual review of limits

04/2010 – 02/2015

#### CREDIT CONTROLLER WITH GERMAN

Houston, TX

- Reviewing existing processes, identifying weaknesses and providing improvement ideas
- Work with customer master team on monitoring external financial data affecting our customers
- Build and provide business with Ad Hoc reports
- Periodic reviews of customer's payment performance and credit facilities
- Daily follow up on overdue debts by telephone and email envisaging DSO improvement
- Highlight to management changes on credit facilities and trading conditions
- Management of Blocked orders: release, reporting and communication towards business and customers alike

08/2005 – 03/2010

#### CREDIT CONTROLLER

Dallas, TX

- Establish an effective working relationship with the external and internal customers to maximise performance results
- Active communication of aged debt risks with the Finance Manager and work with the Finance Manager to identify potential risks
- Be prepared to assist and/or perform tasks/work other than described in this job description
- Establishment, developing and maintaining sound working relationship with customers
- Report on metrics (KPI's) to track credit control performance and manage performance to
- Enjoys working in a fast-paced, innovative environment where the focus is on continuous improvement and the challenge to make it better
- Develop a close working relationship with senior management in the business unit

### EDUCATION

#### SAN DIEGO STATE UNIVERSITY

Bachelor's Degree in  
Business

### SKILLS

- Highly numerate and accurate with strong attention to detail and excellent verbal and written skills
- Proficiency in MS Office applications and solid SAP knowledge
- Proficient in Microsoft Office with a proven ability to adapt to new systems quickly
- We would like someone to join our team who is a strong interpersonal communicator and team-player who has excellent attention to detail and is proactive
- Strong interpersonal skills with the ability to build and develop strong relationships across the finance team, key stakeholders and senior management
- Strong negotiation skills with the ability to exercise good judgement
- Ability to quickly become proficient end user of Get Paid and SAP and Order management systems like Siebel and salesforce.com
- Basic knowledge of principles, practices, regulations and procedures relating to Accounts Receivable function will be an advantage
- Ability to understand what customer's value and to help to deliver profitable solutions
- Professional and efficient approach, with an excellent telephone manner and good organisational skills