Jobs in Idaho

Bill and Account Collectors

What Is It?

Locate and notify customers of delinquent accounts by mail, telephone, or personal visit to solicit payment. Duties include receiving payment and posting amount to customer's account; preparing statements to credit department if customer fails to respond; initiating repossession proceedings or service disconnection; and keeping records of collection and status of accounts.

What Do They Typically Do?

- Working with Computers
- Organizing, Planning, and Prioritizing Work
- Communicating with Supervisors, Peers, or Subordinates

Annual Income:

- Entry Level: $35,620
- Typical: $36,990
- Experienced: $43,050

Major Employers:

Finance and Insurance,Administrative and Support Services,Health Care and Social Assistance

What do I do next?

Learn about the job culture:

- Schedule at least one informational interview
- Conduct a job shadow, if possible
- Research available volunteer or intern opportunities

Prepare for training:

- Visit and call trade schools or colleges that offer a related program
- Research regional job openings at: idahoworks.gov

Explore all pathways to certification:

labor.idaho.gov/jobscape

Talk to your school counselor or advisor for more information

Get started today!

Ask about the career & technical programs at your school or nearby technical college.

Check out Idaho Digital Learning Academy for online opportunities: idahodigitallearning.org

For tips, tools, and resources to learn how your skills and interests can translate to a rewarding career, visit the Next Steps Idaho website.

www.NextSteps.Idaho.gov

Data provided by O*NET National Resource Center, onetcenter.org and Idaho Department of Labor

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