Lauth Investigations International, Inc.

ACCREDITED BUSINESS
BBB Rating: A+

Claim Researcher

Position Title: Independent Contractor/CR

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PURPOSE OF POSITION

"Rightfully Returning Assets"! Since the early 1940's State Treasurers offices throughout the country have been holding and returning assets, however these offices simply do not have the resources to properly locate rightful owners to return the nearly $58 Billion dollars in assets being held. Further, as "baby boomers" and their financial accounts increase, the amount of claims will continue to grow and further delay the return of additional funds to owners that could rightfully use the funds, or, even drive the economy as these assets are returned and that money is re-generated into the economy.

REQUIRED SKILLS AND EXPERIENCE

- Internet connection, working phone line (wireless, VoIP, landline, etc.),
- Personal computer
- Proficiency in Microsoft Word, Excel, & cloud/database applications (Google Drive, Dropbox, etc.)
- Proficiency in retrieving, opening, and managing PDFs, such as Adobe forms extremely detail oriented
- Excellent English with exemplary written and verbal skills Bilingual and multi-lingual candidates encouraged to apply
- Professionalism
- Independent worker
- Exceptional customer service skills, phone & email etiquette, & overall business best-practices
- Ability and willingness to attend the initial training session.
- Non-required, but helpful skills: sales/marketing and business development, banking and financial services and real estate brokers.
- We encourage military veterans, persons with disabilities, and retired individuals to apply.

REQUIRED SKILLS AND EXPERIENCE

- Strong service ethic and passion to help people
- Organized, detail-oriented, and disciplined with priorities
- Excellent interpersonal skills;
- Patient, flexible, and persistent;
- Unfailing integrity and honesty;
- Works well under stress and minimal supervision;
- Punctual, manages time and resources effectively;
- Able to maintain confidentiality of sensitive information; and

RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO

- Initial contact with claimant to secure customer agreement.
- Educate the claimant (also commonly referred to as "heir") of the assets and their origin & provide guidance and support through the application process.
- Conduct research and due diligence of necessary documents.
- Communicate with various businesses and government offices.
- Assist claimant in locating necessary documents to secure claim.
- Finalize the completion of the claim until the heir receives payment from the respective Government Treasury Office.
- Complete the company suggested minimum number of calls to claimants.
- Follow up on leads and utilize training provided personal communication strategies to contact open assets.
- Manage daily workflow activities and scheduling of calls. Earning potential is determined by own work performance.
- You may work full time or part time. If you are highly motivated, able to work independently, and desire to help others in the process- you'll be thrilled about our pay plan.

COMMISSION STRUCTURE

25 to 40% of completed accounts 10-30% of recovered assets. Weekly, monthly, quarterly incentives – there's a lot of satisfaction in achieving your goals! Work/Life Balance Independence Daily Access to job support from Headquarters. This is a 1099 independent contractor position.