

Default Loan Management Coordinator

Under the direct supervision of the Director of Financial Aid, the Default Loan Coordinator develops, implements, and evaluates default aversion and management strategies. Tracks and manages student loan delinquencies. Works with loan services, guarantors, and other service providers to restore delinquent accounts and promotes default awareness. Contacts former students who are delinquent on federal student loans and oversees all borrower communications initiatives. Reviews with Registrar Student Status Confirmation Report (SSCR) through National Clearinghouse. Maintains appropriate records, and coordinate debt counseling with students on making payments to bring account current and/or assists them with deferment and forbearance to prevent and mitigate defaults.

Job Qualifications:

Bachelor's degree in a business-related field from an accredited institution of higher education with a minimum of two years of experience in office administration and organizational tasks. A good working knowledge of Microsoft Office tools.

Submit resume, three letters of reference and transcripts to the Office of Human Resources at Morris College, 100 West College Street, Sumter, SC 29150 or electronically to alawson@morris.edu.

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