
Kevin M. Johnson Credit Management Professional

San Leandro, CA 94577

510.798.3492
kmjohnso@sbcglobal.net
www.linkedin.com/in/johnsonkm

Profile

Accomplished and respected Credit Professional with an emphasis on building solid teams while driving account receivables resulting in maximizing sales, improving the collections process and reducing outstanding balances. Recognized as an Expert in researching and monitoring media, debt ratings, and affiliated companies in identify potential high-risk customers, limiting bad debt exposure.



Passionate about partnering with clients, establishing trusted relationships in managing outstanding accounts, with integrity based philosophies, while fostering a high degree of calmness in an often chaotic environment in the Aerospace & Defense, wireless communications, semiconductor and contract manufacturing industries.

Exceptional communication skills have proven beneficial in collaborating with Executive Leadership in the establishment, development and implementation of effective credit & collections policies while with companies such as ElectroRent Corp and Telogy LLC.

Key Strengths

- Cash Application
- Change Management
- Commercial Collections
- Equipment Leasing
- Invoice Resolution
- Process Improvements
- Sales/Use Tax Compliance
- Supervision & Training
- Systems Conversion (ERP)
- Vendor Relations
- Microsoft Word, Excel (pivot tables & vlookups), PowerPoint, Outlook, Access, QuickBooks Pro

Selected Achievements

- Received "Presidential Service Award" in 1999 while serving as the primary liaison between our customer, V.P. of Sales, Controller, and outside legal counsel in successfully completing the company's first \$100k+ lease in Mexico.
- Achieved more than 80% reduction in aging receivables balance within a six-month period by leveraging customer relationships and applying solution-based collections follow-up procedures.
- Designed and implemented an innovative global credit screen, providing immediate exposure and potential risk details, reducing total review time more than 30%.

Professional Experience

East Bay Professional Experience Network – Oakland, CA Administration Staff / Résumé Evaluator

2011 - Present

- Contributing to the responsibilities of the Administrative staff in updating and maintaining job postings, office bulletins, and libraries while representing the EDD to new members and periodic job fairs and workshops.
- Designed and initiated an effective outreach campaign re-establishing contact with former members while maintaining the integrity and security of the membership database.
- Deliver on-site technical support and provide instructor led workshops (four per month) supporting the professional development of displaced employees that are being routed through the program.

Electro Rent Corporation – Van Nuys, CA
Credit & Collection Supervisor II (contract position)

2010

- Oversaw daily A/R responsibilities while managing vendor & customer relations, collaborating with corporate headquarters in determining appropriate action for resolving outstanding balances.
- Developed complex spreadsheets to identify payment trends, assessing and determining cash forecasts while achieved more than 80% reduction in aging receivables balance in six months.
- Established improved collections procedures, eliminating past-due invoice backlog.

TELOGY, LLC - Union City, CA
Credit Supervisor / Export Manager

1998 – 2010

- Managed assigned portfolio of middle market rental, lease and direct sale transactions and collection efforts, establishing protocol for monitoring credit limits up to \$5M.
- Managed and mentored Credit & Collections Team, enhancing individual performance and productivity while consistently overachieving department goals and objectives.
- Achieved more than 50% savings on monthly usage charges by switching to new DNBI decision support software and trained entire credit staff in new product line.
- Reduced fraud charges by over 90% through the implementation of state-of-the-art credit card verification process (BIN number lookup).

Additional Relevant Experience

- SOH & Associates, San Francisco, CA
..... Network Manager / Full Charge Bookkeeper
- General Electric Capital Decimus, San Francisco, CA
.....Accounts Receivable Specialist

Education

- Bachelor of Science Degree, Business Administration
San Francisco State University, San Francisco, CA

Professional Development

- Financial Statement Analysis: From Beginning to End - California Institute of Credit
- Secured Sales Transactions; Understanding Financial Statements - Credit Managers Association of California
- Legal Aspects of Collection; Credit & Financial Analysis - Dun & Bradstreet
- Compliance with U.S. Export Controls - Bureau of Industry and Security
- Introduction to Supervision (17 week course); Supervisors' Workshop; Collection Law in California seminar; Introduction to Preparing and Presenting Performance Appraisals – Company Sponsored Training

Additional Business Technology

- GetPaid, DnBi(Dun & Bradstreet), Vertex(Tax software), iLien(Leasing/UCC filing), Crystal Reports and Cognos Impromptu