

BUILD YOUR CAREER WITH CARGILLS BANK



Executive – Credit Administration

KEY ACCOUNTABILITIES & RESPONSIBILITIES

- Ensure the day to day operations of the Retail & Agriculture division of Credit Administration are executed in an effective & timely manner based on the Bank's policy & procedure manual
- Ensure facilities disbursed are duly approved by authorized DA holders
- Checking of security documents received prior to authorizing facilities
- Perform as the system authorizer for new credit facilities, limit management, manual recoveries, partial prepayment, early full settlements and rate changes
- Coordinate and recover credit related processing, legal and other fees
- Prepare and maintain MIS / real-time statistics

SKILL REQUIREMENTS

- Preferably a holder of a degree / professional qualification in Finance, Commerce, Banking or related field
- Full / part qualifications in Banking would be a distinct advantage
- Possess 5 years of working experience out of which at least one year in a similar capacity, preferably in the Banking industry
- Exposure in Credit Administration activities will be highly advantageous
- Excellent analytical skills
- Must be a team player with a performance driven and process-oriented mind-set
- Higher level of computer literacy (MS Office)

Interested candidates are invited to send their CVs to career@cargillsbank.com mentioning the post applied for, in the subject line of the email on or before **11th July 2021**.

Head of Human Resources
Cargills Bank Limited

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Log in to: www.cargillsbank.com

