

## **Terms of Reference for Credit Manager**

**Post:** Credit Manager x01  
**Post Type:** Full time  
**Reporting relationship:** Reporting to the Head of Credit

### **Key tasks, responsibilities and deliverables:**

- Lead and actively guide the credit team to facilitate good credit analysis and adherence to credit policy guidelines and other regulatory requirements
- Review credit proposals and place for a credit decision to appropriate approval authorities
- Manage credit team and staff performance and provide for ongoing training and staff development
- Review creditworthiness of a small or medium sized business with emphasis on capacity to borrow, repayment capability, financial ratio analysis, profile of the business and available securities
- Conducting research on a continuous basis on major industries and use external data to develop benchmarks for comparing performance and capacity of SME businesses
- Identify potential SME segments and design appropriate products
- Generate and update various portfolio related MIS for the Management
- Conducting visits to customers to have better understanding of business cycle, judge feasibility of proposed project, verify the profitability of the business before finalizing the proposal
- Responsible for periodic review and evaluation of existing customers based on qualitative and quantitative framework and take appropriate actions
- Co-ordinate with Recovery and legal staff in recovery of high risk and problematic loans
- Liaise with other departments for achievement of common goals of the Corporation
- Provide support on ad hoc requests as required by the Management.

### **Requirements**

- MQA level 7 qualification in Business, Finance, Economics or related field.
- 5 years' experience in credit related work in a financial institution
- Strong analytical, problem-solving and decision-making skills with the ability to adapt to change
- Excellent interpersonal and communication skills
- Excellent computer skills including processing of word documents, spreadsheets & databases
- Familiarity with trade, economic development and development of private sector in the Maldives

### **Remuneration package**

- Gross pay of MVR25,000

### **Working Hours**

- The selected applicant will be required to work from 0800 to 1600 on weekdays.

Applications, together with the curriculum vitae (CV/resume, covering letter, supported by two non-related referees should be mailed to (info@sdfc.mv) or submitted before **16<sup>th</sup> September 2019** to the address below. Only short-listed candidates will be notified.

**SME Development Finance Corporation  
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Republic of Maldives**