

TERMS OF REFERENCE (TOR)

Post: Senior Credit Analyst

Vacancies: 03

Post Type: Full-time

Department: Credit Department

Reporting to: Head of Credit

Key tasks, responsibilities, and deliverables:

- Identify potential SME businesses and assess the 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.
- Evaluating the commercial feasibility of SME loan proposals by analyzing the business model, identifying strengths, weakness, risks, understanding the revenue models, management capability and the corporate structure of the businesses
- Conducting visits to customers to have better understanding of business cycle, judge feasibility of proposed transaction, verify the business viability before finalizing the proposal.
- Placing for a credit decision to the appropriate approval authority after through credit analysis of the loan application
- Perform periodic review and evaluation of existing customers based on qualitative and quantitative framework and recommend appropriate actions to the management.
- Follow-up with delinquent customers
- Co-ordinate with Recovery and legal staff in recovery of high risk and problematic loans
- Monitoring of asset portfolio to generate early warning signals, potential areas to focus and recommend pro-active measures to the management.
- Ensuring that Corporation's policies and procedures are followed in credit underwriting and approval, verification and any exceptions are regularly reported to the management.
- Involve in establishing of new procedures and assessing gaps in policies and procedures and recommending improvements from time to time.
- Monitoring financial regulations set by MMA that are relevant to the Corporation and suggest appropriate actions to the Management.
- Participation in internal meetings for review and determine areas for process improvements.

- Conducting research on a continuous basis on major industries and use external data to develop benchmarks for comparing performance and capacity of SME businesses.
- Generate and update various portfolio related MIS for the Management.
- Advise to the Management in formulating criteria for new products and involve in the development of new products.
- Liaison 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.
- MQA level 5 or 6 qualification in Business/Finance/Economics with 5 years relevant work experience.
- 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
- Experience in banking/financial sector will be an added advantage.

Remuneration Package:

- Gross pay between MVR 19000 – MVR 20000 depending on the Qualification and Experience.

Working Hours:

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

Applications, together with (CV/resume, copy of academic certificates, Copy of National ID card, reference letters from current/previous employers supported by nonrelated referees should be submitted using the link: <https://sdfcmv.aidaform.com/job-application-form-senior-credit-analyst4> before **29th April 2021, 13:00hours**. Only short-listed candidates will be notified.