

## **JOB VACANCY ANNOUNCEMENT**

AccessBank Liberia is currently looking for an experienced, dynamic, independent and self-driven person for the position of **Credit Control Officer**. This position is located at the Head Office and Branches. The selected applicant will work with the Credit Control Team and report directly to the Head of Credit Control.

The Credit Control Officer will ensure that the Bank Credit staff work in line with policy, guidelines, procedure and uncover and report non-compliance issues and situations.

This includes but not limited to:

- Organizes all portfolio quality related topics to achieve ABL business plan requirements.
- Monitors the daily arrears position by reviewing/printing necessary reports and following up with Credit staff and Recovery Officers
- Assesses of the compliance with the credit procedures.
- Assesses of potential indicators of fraud in lending operations and investigates of all suspicious cases and potential frauds, both internal and external.
- Assesses and recommends to Management the granting or the cancelation of the Credit operation rights for Credit staff (Supervision, Loan Approval, and Voting) according to Credit procedure.
- Implements the follow up check of disbursed loans.
- Assesses the quality of the credit exposure portfolio and concentration of the risks. Business Sectors, Currencies, Maturity, Products, Amounts, Branch, Market etc. Identify the general and specific reason for PAR growth.
- Controls and observes Loan officers under the “Lending stop” measures.
- Supervises a handover process (resignation/dismissal of Credit staff).

### **Minimum requirements & qualifications:**

- University Diploma in Accounting or Business Administration (Compliance knowledge is an advantage)
- Working experience is an added advantage Solid reading and writing skills (in English) as well as computer literacy
- Honest person who is strong in paying attention to detail, is self-motivated and showing ability and willingness to learn and improve continuously
- Good understanding of the banking environment
- Analytical thinking and ability to transfer messages

If you are interested and fulfill the above mentioned requirements, please send your application, as well as your cover letters and CV including testimony of all relevant documents to the Human Resources Department, AccessBank Liberia, 20th Street Sinkor, or via email:

[hr@accessbank.com.lr](mailto:hr@accessbank.com.lr) Deadline for this vacancy is **Friday, April 30, 2021**.