



# FINANCE TRUST BANK

## JOB OPPORTUNITY

Finance Trust Bank was licensed as a Tier 1 Commercial Bank on 11th November, 2013, taking over the financial services business of Uganda Finance Trust Limited (MDI). Today Finance Trust Bank is a fully fledged commercial bank serving a clientele of over 400,000 depositors and over 23,000 borrowers, through a network of 36 branches country wide. The bank offers a variety of Products and services including; Savings, Current accounts, Loans, Money transfer services and Bills payments to its target market which comprises of micro, small and medium entrepreneurs, salary earners and youth.

The company is seeking to recruit a dynamic, self-motivated, result oriented professionals to fill the following position;

### **1. CREDIT ASSISTANT            30 positions.**

This is an entry level trainee position that reports directly to the Credit Supervisor and will be based at a **branch** of the Bank.

#### **Role of the Job:**

To grow a good quality loan book.

#### **Key Result Areas:**

1. Advise/sensitize clients about loan products, and cross sell other Bank products.
2. Analyze loan applicants' financial status, credit worthiness and property evaluations to determine feasibility of granting loans.
3. Prepare loan files for presentation to the loan committee and ensure complete documentation of all client files.
4. Mobilise, educate, assess & enroll new and old customers for the various loan products on a daily basis.
5. Disburse loans to clients on daily basis in line with the set performance targets.
6. File and store records and correspondences between FTB and the customers in your portfolio.
7. Receive and acknowledge receipt of the security pledged by customers and hand over the same for safe custody to the Credit Supervisor.
8. Recover loans on a daily basis so as to contain the portfolio at risk.
9. Enter loans in the Core Banking System as per the approved terms.
10. Monitor the performance of the loan portfolio on a daily basis.

#### **Minimum educational and technical competence requirements:**

- A Diploma in a Business related field from a recognized institution.
- Three (3) months internship experience in Credit handling in a financial institution will be an advantage.
- Good knowledge of MS Office applications.
- Good Sales and Marketing skills.
- Fluency in speaking several native languages will be an added advantage.
- Willingness to live and work outside the greater Kampala metropolitan region of Uganda.
- Ability to work under pressure, with minimum supervision.
- Willingness to work in the field at least 60% of the time.
- Motorcycle riding skill is a requirement for the position.

For details, please visit our website at [www.financetrust.co.ug](http://www.financetrust.co.ug).

Position carry's an attractive salary and benefits package.

#### **Applications:**

Suitably qualified candidates should address their application to Head, Human Resource, Finance Trust Bank, Plot 115 & 121, Katwe. P.O. Box 6972, Kampala, Uganda, and email it, as well as photocopies of academic testimonials, and a CV to [jobs@financetrust.co.ug](mailto:jobs@financetrust.co.ug). The CV should include telephone contacts and email addresses of three referees, one of who should be the most recent employer.

Closing date for submission of applications is **12<sup>th</sup> November 2018**. Only shortlisted candidates will be contacted on Tel. Numbers **0312 222600 or 0414 341275 ONLY**. **Please note:** As per Bank procedures, **no job offers are made online**.