



VisionFund Cambodia is the only microfinance institution in Cambodia with an international network of 30 countries around the world with the social mission to improve the lives of children by offering small loans and other financial services to families. Our work empowers our clients to grow successful businesses which enable children to grow up with improved health and education. Working in partnership with World Vision, we are committed to long-term change which will unlock potential for future generations.

JOB ANNOUNCEMENT

POSITION TITLE: Loan Recovery Officer (9 Posts)
LOCATION: Battambang, Kandal, Phnom Penh

VisionFund is seeking **09** qualified candidates to fill the position of **Loan Recovery Officer (LRO)** based in Provinces to identified Regional Office resolving their high PAR. In order to achieve the mentioned purpose, the incumbent is also required to provide necessary supports to relevant staff such as practical PAR resolving tactics, main rootcauses of delinquent loans sharing and how to overcome them, effective loan assessment orientation/training, and credit discipline enhancement. For some cases, s/he might be assigned to temporarily take over outgoing staff (Branch Manager) to ensure business continuity of the addressed branch.

DUTIES AND RESPONSIBILITIES:

- Assist designated Operation Manager (OM) to develop annual POA for successful implementation;
- With guidance from designated OM, the LRO prepares his monthly activity plan for fruitful execution to deliver to the main purpose of his position;
- Formulate recovery target plan for specific PAR in identified Regional Office (RO) and Branch Manager (BO);
- Work with handled Regional Manager (RM), Branch Manager (BM), and CSO to track their concerned PAR recovery progress by comparing to their set target for better improvement;
- Assist the OM to review monthly performance of identified RM, BM, and CSO to see where they are compared to their setting plan;
- Analyze key contributing rootcauses of unsatisfied result for next support actions with concerned people;
- Regularly perform field check and necessary verification to get full understanding of causes and implied effects;
- Strengthen the RO and BO arrears solving team to be more functioned and active in resolving their delinquent loans;
- Assist designated OM to monitor the implementation of all corrective and/or disciplinary actions;
- Enforce the effective implementation of Loan Delinquency management performed by concerned CSO and BM;
- Prepare monthly progress reports for all main target items and action points against the actual result to precisely see the variance or gap for next improvement actions with concerned staff, and then report to the designated OM.

REQUIREMENT COMPETENCIES:

- Must understand and agree on VisionFund's Mission, purpose, values, and objectives;
- At least finished Associate Degree in Finance/Banking or other related equivalent;
- Minimum 2 years experience in microfinance operations;
- Must have strong numeric and analytical skills, and strong team spirit;
- Must have commitment to assigned tasks and have the ability to work under pressure;
- Be able to operate smartphone and/or tablet/iPad;
- Good understanding of Cambodian microfinance sector and localized context;
- Candidate with strong negotiation skills would be preferred;
- Ideally, the candidate would have worked in the role of Loan Recovery Officer, Senior Loan Officer, Deputy Branch Manager/Branch Manager of a microfinance or credit institution;
- Strong interpersonal, communication, staff supervision, training and management skills,
- Ideally, the candidate would have worked in a role where s/he has been able to build good relationships with local authorities.

Benefits Package:

VisionFund offers candidates a competitive package based on education and experiences. We provide personal development through ongoing training and coaching, opportunity for career growth and empowerment plus a wide range of benefits package to our employees such as Annual Merit Increment, 13th Month Salary, Annual Team Bonus, Severance Pay & Separation Reserved Fund, Staff Loan, Health allowance and other support allowances, 24-hour Personal Accident Coverage, Health and Life Insurance and other staff care program such as Staff Service Award, Staff Annual Retreat and Care Group.

How To Apply:

Interested candidates are encourage to submit Cover Letter + Job Application Form (download from website) and specifying the position you are applying for. The files must be in Ms. Word or PDF, not exceed 1MB.

VisionFund Cambodia is an equal opportunity employer. Qualified women and people with a disability are strongly encouraged to apply. Only shortlisted applicants will be notified for testing. Submitted documents will not be returned.

Deadline: 31 May 2017 at 5PM.

VisionFund Cambodia Head Office: Building # 398, Preah Monivong Blvd., Sangkat Boeung Keng Kang I, Khan Chamkarmon, Phnom Penh, Cambodia.

Email: vfc_recruitment@wvi.org

Website: www.visionfund.com.kh (Job Application Form: www.visionfund.com.kh/careers)

Phone: 089 333 767
