



Ref No: HDFC/IU/2017/35

December 5, 2017

CAREER OPPORTUNITY

Housing Development Finance Corporation (HDFC) PLC, established in January 2004, is the only specialized housing finance institution in the Maldives. HDFC is a privatized company with International Shareholders represented by International Finance Corporation (IFC of World Bank Group), Asian Development Bank and HDFC Investments Ltd. of India, jointly holding 51% of shares. HDFC is committed to creating a sustainable Home Mortgage program to fulfill the growing housing needs in the Maldives with a Quadruple Bottom Line of People, Planet, Principles of client protection and Profit. Our mission is to offer financial and social strength to all Maldivian citizens by providing home finance and other savings and investment products managed professionally and profitably to the highest standards, and to the complete satisfaction of all stakeholders.

In accordance with our business plan, HDFC PLC has a vacancy for the right candidate who can provide support to the Credit Team of the company in the capacity of an Assistant Manager - Credit

Job Title: Assistant Manager - Credit

OPEN TO MALDIVIANS ONLY

Major Responsibilities:-

- Lead the credit evaluation team
- Provide sufficient and appropriate information to customers and accept application forms
- Determining credit worthiness of clients and evaluating loan applications
- Maintaining HDFC loan portfolio / Data base
- Assist in preparation of Board recommendation for credit approvals
- Preparing Offer/Rejection Letters, loan, mortgage and contractor agreements

Required Qualification & Experience:-

- University degree relevant to finance or economics
- Minimum of 05 years of exposure to financial services sector
- Demonstrable leadership qualities
- An excellent understanding of financial and mortgage structures
- Experience of managing a small team with credit analysis skills
- Excellent communication skills and stakeholder management skills
- Ability to draw standard reports by using Microsoft software packages.

Successful candidate will be rewarded with package that includes a basic salary, cost of living allowance, service allowance and medical insurance cover. Interested candidates are requested to submit application (downloadable website: www.hdfc.com.mv) with CV, copy of ID card, copies of attested educational certificates and other supporting documents on or before **December 12, 2017, 14:30Hrs.**

Only shortlisted candidates will be contacted for interview.

Human Resource Department
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