



P.o.Box 33813
Dar es Salaam,
Tanzania.
info@serenemicrofinance.co.tz
www.serenemicrofinance.co.tz

JOB VACANCY

Position: Credit Manager

Employing Company: Serene Microfinance LTD

Working Station: Dar es Salaam

Advert Date: 12th May, 2020.

Company Description

Serene Microfinance Limited has been a growing and expanding company since its establishment in providing financial solutions to many individuals and corporates. Serene Microfinance Ltd exceptionally stands as good example due to the unique contribution in reaching many categories of customers in Tanzania with micro-loans whose operations are in many parts of Dar es Salaam City and the nearby Regions.

In an effort to stream line operations, Serene Microfinance LTD seeks to recruit qualified Credit Manager to Manage Credit Department by ensuring quality loan portfolio and bringing profits for the company

General Responsibility

To ensure that company standard loan application, disbursement and recovery procedures that mitigate all risk involved at each stage and therefore guarantee profitability, are well produced, timely updated and managed.

Required Skills and experiences

- Strong attention to details and ability to work under tight deadlines, good judgment and decision making ability.
- Strong analytical abilities/skills
- Self-confidence and calmness under pressure.



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- Leadership and teamwork **skills**.
- Ability to work both independently and as a team
- Excellent customer service knowledge and ability to impart positive customer relations.
- Excellent Communication (both written and spoken) in English & Swahili
- Good understanding of lending procedures.

Educational Qualifications

- Holder of University Degree or equivalent qualification in Microfinance, Business Administration or related fields, MBA is a plus,

Work Experiences;

- Proven work experience of 3 years as a Credit Manager.
- Experienced in development of credit growth strategies, Policies and Procedures.
- Exposure to microfinance desired, Proficiency with Microsoft Excel, Word, and Power Point.

Application Deadline;

Kindly submit your application with a detailed CV, Academic Certificates (Photo Copies) and Names of three (3) referees with their contacts to the address below not later than 16th May, 2020. All late applications will not be processed.



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Application Address

All applications should be sent by Email and addressed to:

The Human Resource and Administration Manager,

Serene Microfinance Ltd, P.O. Box 33813,

The Copy Cat Building, 3rd Floor,

New Bagamoyo road-Victoria-Dar es Salaam

Email; info@serenemicrofinance.co.tz

Note: only shortlisted candidates would be contacted

“Serene Microfinance is an Equal Employment Opportunity Company. Both male and female are encouraged to apply”