



Loan Officer (full-time)

Location: **Saskatoon or Waldheim**

Role Purpose:

- Manage relationships with a book of loan clients and assist with administration of files for those clients.

Key Responsibilities:

- Manage and grow a primarily consumer loan portfolio by meeting with loan clients to manage relationships, discuss borrowing needs and prepare loan applications based on those needs.
- Prepare documents for all files and ensure organization of files is orderly and complete.
- Complete required maintenance of loan portfolio including review of loan files and required client disclosure.

Qualifications:

- Business / Commerce degree or equivalent experience.
- Lending experience would be an asset.
- Personality that enables building strong relationships with clients.
- Strong organizational skills with the ability to work independently.
- Reliable team player.

Working Conditions:

- Capable of managing multiple priorities and deadlines in an office environment.

Submit applications or resume in confidence by **Nov 23, 2018** to:

Cory Regier, B.Comm, CFP MTI
Chief Executive Officer

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We thank all applicants for their interest, however, only those selected for an interview will be contacted.