



# Maldives Finance and Leasing Company Pvt. Ltd

MALE', REP. OF MALDIVES

## STAFF VACANCY: EXECUTIVE – CREDIT DOCUMENTATION & MONITORING

To strengthen our valuable human resources, we are looking for a dynamic and people-oriented person to recruit for the outlined position in our organization.

### Key Responsibilities:

- Carry out comprehensive credit evaluation for new business, in line with market and portfolio conditions.
- Evaluate applications for corporate loan/lease facilities and recommend for approval within the delegated authority limits.
- Actively support Credit Managers and Head of Credit in continuously reviewing risk relating to different lending segments and in achieving department-specific targets and boost portfolio growth.
- Maintain proper adherence and follow-up on corporate finance related documents as per policies and procedure.
- Respond to all customer inquiries in a timely and appropriate manner.
- Collect, analyze, and review information relating to major customer segments.
- Improve asset quality through close monitoring of the loan portfolio performance and adjustment of lending recommendations / decisions accordingly.
- Assist and follow up in preparation of periodic reports required for Management review.
- Process all miscellaneous credit related matters and other tasks that may be assigned.

### Qualifications and Experience:

- Minimum 5 passes in GCE O' Level, GCE A' Level or Bachelor's degree in Finance, Accounting, Economics, Business Administration.
- A minimum of 2-5 years of progressive experience in a closely related field.
- Relevant professional qualifications in the field.

### Salary and Other Benefits:

- An attractive remuneration package to suit the qualifications and experience.
- Health Insurance provided upon confirmation of employment offer.
- On the job training.

Digital job application form available at MFLC website link <https://www.mflc.mv/careers>. Detailed bio-data/curriculum vitae (CV)/resume, national ID card copy, valid Police report, covering letter, education and employment references supported by two non-related referees should be addressed as below and mailed to (hra@mflc.mv) before May 08, 2025 in person. Please note, only short-listed candidates will be notified.

The Chief Executive Officer  
Maldives Finance and Leasing Company Private Limited  
04<sup>th</sup> Floor, H.Filigasdhoshuge  
Ameer Ahmed Magu, Male' 20-066  
*(Only Maldivian nationals will be considered)*

