

VACANCY ADVERTISEMENT

Serving over 36,000 clients in 17 districts of the Mid-Western and Central region(s) of Uganda, **ENCOT Microfinance Limited (ENCOT)** is a social impact, fast growing and innovative MFI operating a network of 10 branches of **Hoima, Masindi, Kigumba, Kagadi, Nakasongola, Kawempe, Luweero, Bweyale, Katikara and Karuguuza**. ENCOT's mission is to provide microfinance services to low-income smallholder farmer communities, most especially women, to allow them curve their own paths out of poverty through creation of own jobs. ENCOT is seeking to recruit dynamic, self-motivated and result oriented professionals to urgently fill the following positions:

1. CREDIT OFFICERS /TRAINEES – IL

The role of this position is to provide direct sales of loans/credit services offered by ENCOT to customers and ensure loan 100% recovery of assigned loans portfolio (both current and past-due) in a manner that ensures maximum return while ensuring application of best practice and customer satisfaction in accordance with ENCOT's strategic objectives and credit policies.

Key Result Areas:

- a) Client mobilization and training.
- b) Loans processing.
- c) Loan recoveries.
- d) Customer care.
- e) Loans utilization follow-up.
- f) Delinquency management.
- g) Reporting as required.
- h) Contribution to general organization development as a key member of staff.
- i) Any other duties that can be competently and professionally performed.

Minimum Qualifications:

- ✓ Diploma in Social Work, Education, Business Administration and any other related field.
- ✓ One year experience in credit or related field.

Core Capabilities:

- ✓ High level of honesty, integrity and accountability.
- ✓ Ability to achieve results while working independently with little supervision.
- ✓ Ability to ride a motorcycle and follow all traffic regulations (valid riding permit is a must).
- ✓ Ability to communicate effectively (Written, Verbal and Gesture).
- ✓ Thinking deeply, clearly and independently.
- ✓ Ability to learn, unlearn and re-learn while practicing change and innovation.
- ✓ Ability to work in teams and build collaborative relationships.
- ✓ Ability to frequently travel to the field as required.
- ✓ Ability to work and live with rural communities especially the poor.
- ✓ Ability to communicate fluently in English and basic Kiswahili.

Qualified and interested candidates should submit their applications in PDF format (Cover letter and CV only) by **5:00 pm, Friday 28th October, 2022**. [CLICK HERE](#) to submit your applications online.

The Head of Human Resources
ENCOT Microfinance Ltd
Plot 88 Port Road, Masindi
P.O. BOX 389, Masindi-Uganda

Any documents submitted to ENCOT for application purposes shall not be recalled. Please note that only shortlisted candidates will be contacted.