



**Simple. Fast. Affordable.**

#### VACANCY ANNOUNCEMENT

Serving over 20,000 clients in 5 districts of the Mid-Western region of Uganda, **ENCOT Microfinance Ltd** is a social impact, fast growing and innovative MFI operating a network of four branches in Hoima, Masindi, Kigumba and Kagadi, operating as far as Buliisa and Nakasongola. ENCOT's mission is to provide loans and enterprise development 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 Microfinance is seeking to recruit a dynamic, self-motivated and result oriented professional to fill the following position:

#### **CREDIT SUPERVISOR**

##### **Purpose of this position:**

To grow and manage performance of the branch /Product Loans Portfolio to achieve company objectives, provide leadership and supervision to Credit Officers and ensure delivery of services to clients in line with Encot policies and procedures.

##### **Key Duties and Responsibilities:**

- Plan and implement strategies for business growth in the branch.
- Maintain a quality portfolio for the branch as per the set targets.
- Ensure effective implementation of the operations policies and procedures through the lending process.
- Supervise and mentor Credit Officers under your supervision.
- Ensure outstanding customer service.
- Reporting as required.
- Any other duties that can be competently and professionally performed.

##### **Education and Experience:**

- Degree in Social Work, Education, Business, Finance & Accounting, Banking, Administration or any other related field. A Diploma in the above fields coupled with reasonable exposure and hands on experience is also acceptable.
- At least three (3) years of credit experience in a similar field or position.

**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 identify and resolve problems in a timely manner; and able to develop alternative solutions to multifaceted issues.
- Highly organized, able to plan activities and organize others and resources.
- Ability to work in teams and build collaborative relationships.
- Highly motivated individual, able to motivate others to accomplish goals.
- Excellent interpersonal and communication skills.
- Ability to practice gender & cultural diversity.
- Computer skills.

Qualified and interested candidates should submit their applications in PDF format (Cover letter, CV and copies of relevant academic documents) by email to [hr@encot.org](mailto:hr@encot.org) or hand deliver to any of the branches. All applications should be addressed as below:

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.**