



LOAN AND BUSINESS SERVICES ADMINISTRATOR – FULL TIME POSITION

THE POSITION:

Doddsland and District Credit Union is seeking an individual to join their team of professionals. This highly motivated, outgoing individual will assist in a wide range of internal and administrative functions, including but not limited to lending support.

QUALIFICATIONS INCLUDE:

- Strong interpersonal skills
- Ability to work with and support a team environment as well as the ability to work effectively on an independent basis
- Excellent oral and written communication skills
- Post-secondary education and training a definite asset
- Working knowledge of computer software
- Must be bondable

COMPENSATION:

Hourly wage will be commensurate with qualifications and experience. Doddsland and District Credit Union offers a full range of benefits, including a matched pension.

OUR CREDIT UNION:

Doddsland and District Credit Union is a thriving, autonomous, single-office credit union. We have a membership base of 1500 with assets of \$143 million and loans of \$90 million.

Doddsland and District Credit Union is committed to providing exceptional financial services to our rural community. We are seeking community-minded people with an appreciation for customer service, teamwork and accountability.

Qualified applicants are invited to submit their resume (including references) in confidence by **Monday, January 31, 2022** to:

Trent Nienaber, General Manager
Doddsland and District Credit Union
Box 129
Doddsland SK S0L 0V0

E: trent.nienaber@doddslandcreditunion.com | P: (306) 356-2155 | F: (306) 356-2202