



Derry Credit Union continues to expand and grow in our common bond areas, BT47 & BT48. To support this growth and deliver a high-quality service to our members we now wish to appoint:

## SENIOR OFFICER, LOANS DEPARTMENT

**Hours:** 37 hours over 5 days per week (Monday to Saturday)  
**Status:** Permanent Post (Office Based – Abbey Street, Derry)  
**Salary scale:** £29,630-£32,325 - Enhanced benefits package

The successful candidate will embrace our vision and values and will positively contribute to the credit union and assist the Head of Operations & Business Development; to lead, motivate, develop and manage staff engaged within the department, organise and manage the Loans department, provide a service to the members, ensure all internal controls are adhered to and deliver on the strategic objectives for Derry Credit Union Limited.

### **ESSENTIAL CRITERIA**

5 GCSEs or equivalent at Grade C or above to include English and Maths.

#### **AND**

Level 4 qualification on the NQF Framework with a minimum of 2 years work experience in a similar organisation/position.

#### **OR**

5 GCSEs or equivalent at Grade C or above to include English and Maths.

#### **AND**

Be qualified by experience having worked for a minimum of 5 years in a similar organisation/position.

### **Candidates must also possess:**

- Proficiency with Microsoft Office programs to include Word, Excel, Outlook and PowerPoint.
- Ability to supervise staff.
- Strong accuracy, attention to detail and a flexible attitude to work.

### **DESIRABLE CRITERIA**

- The ability to motivate staff.
- Leadership and team building skills.
- The ability to produce high quality reports.
- Exceptional verbal, written and interpersonal communication skills.
- Analytical skills and be adept at problem-solving and troubleshooting.
- The ability to make decisions.
- The ability to take ownership and work on your own initiative.
- An understanding of the ethos of the Credit Union.

Application packs are available by emailing [recruitmentSO@derrycu.com](mailto:recruitmentSO@derrycu.com).

***In the event that applications are oversubscribed, Derry Credit Union Limited will apply enhanced criteria which is detailed in the job description. Derry Credit Union Limited is an equal opportunities employer.***

Closing date for applications is **Monday 31<sup>st</sup> March 2025 at 5pm.**