



CAREER OPPORTUNITY

The **General Employees Co-operative Credit Union Limited (GECCU)**, the largest credit union in St. Vincent and the Grenadines is seeking to recruit a qualified and experienced candidate to join its team as **Recoveries Officer**.

This position is responsible for managing the Credit Union's loan delinquency portfolio. The successful candidate will work closely with the Loans Manager to implement effective recovery strategies, mitigate risks, and provide credit solutions to members.

Duties include but are not limited to the following key accountabilities:

- Pursue loan collections through telephone, written correspondence, and in-person visits
- Collaborate with the Loans Manager to implement strategies that minimize financial losses and mitigate risks
- Monitor delinquency trends and refine recovery strategies based on data analysis
- Engage with members to provide financial guidance and repayment solutions
- Manage the daily operations of the Recoveries Department, ensuring efficient workflows and policy compliance
- Oversee legal actions and repossessions, ensuring adherence to internal policies and legal standards
- Generate reports on delinquent accounts and recovery progress for internal stakeholders
- Coordinate with the Loans Manager, Legal Team, and other departments to facilitate effective debt recovery
- Ensure all recovery efforts comply with the Credit Union's policies, regulations, and legal requirements
- Support financial literacy initiatives and recommend strategies to prevent future delinquencies

Qualifications and Experience

- **Education:** Bachelor's Degree in Business, Management or a related field
- **Experience:** Minimum of 3 years in related field
- **Skills:** Strong financial counselling, negotiation and communication skills. High level of confidentiality, business acumen and analytical abilities. Proficiency in Microsoft Office Suite
- **General:** Knowledge of the credit union's philosophy, products, services and compliance regulations. A proactive and people-centric approach to service.

Remuneration: Salary will be commensurate with qualifications and experience. GECCU offers a competitive benefits package including corporate uniforms, health insurance, pension plan, paid leaves, and professional development opportunities.

Application Process: Letters of application accompanied by proof of qualifications, a detailed résumé, and two (2) letters of recommendation should be addressed to:

**The Human Resources Department
GECCU Limited
P.O. Box 1636
Halifax Street
Kingstown**

Applications may also be emailed to: careers@geccu.com or dropped off at GECCU Ltd.'s office in Kingstown.

The closing date for receipt of applications is April 22, 2025. Please note that only shortlisted applicants will be contacted.