



# CREDIT MANAGER

*Credit Coordinator, Assistant Credit Manager, credit manager*

Banking, credit and other investment managers plan, organize, direct, control and evaluate the activities of financial establishments or operational departments within such establishments, or credit departments in industrial and commercial establishments. They oversee business development and manage overall performance in accordance with established strategic directions and policies. Banking managers are employed by banks, trust companies and credit unions. Credit managers are employed by credit departments in department stores, utility companies, car dealerships, insurance companies or other industrial or commercial organizations. Other investment managers are employed by credit card companies, consumer loan companies, mutual fund investment firms, mortgage investment companies or other financial establishments concerned with extending loans and financing and investments.

## KEY RESPONSIBILITIES



Credit managers perform some or all of the following duties:

- Plan, organize, direct, control and evaluate the activities of a credit department in an industrial or commercial organization
- Administer corporate, commercial and personal loan accounts
- Advise customers on the commercial and personal financial services corresponding to their needs
- Evaluate and review loan and credit applications and collateral and make recommendations
- Approve or reject credit applications, establish credit limits and determine repayment plans or schedules in accordance with authorized limits
- Ensure collection of overdue or delinquent accounts
- Ensure credit policies and procedures are followed according to established guidelines and applicable legislation
- Prepare credit and loan reports
- Recruit credit personnel and identify their training needs.

## EDUCATION AND TRAINING



A university degree or college diploma in business administration, commerce, economics or a related field is usually required. A master's degree in business administration, finance or management science may be required for the management of large commercial loans. Completion of company or other management training programs is usually required. Several years of experience within the industry, including supervisory experience, are required.

Here is a complete list of Canadian Universities and Colleges:  
[thegreenestworkforce.ca/education](http://thegreenestworkforce.ca/education)

### Notice

The requirements listed are generally required qualifications for this Career Type. The qualifications may vary based on the employer and/or the geographic location of that job.

## THIS JOB IS RIGHT FOR YOU IF:



- You want to live an oversized life in one of Canada's beautiful forest communities
- A sense of community is important to you
- You like variety and learning new things
- You want to make a difference working in a green job
- You like working with computers
- You are methodical
- You have an eye for detail and process
- You like numbers

## DARE TO COMPARE

See how much time and money you would save by moving to a forest community.

[thegreenestworkforce.ca/compare](http://thegreenestworkforce.ca/compare)

**If you want good pay, opportunities to learn on the job, a great lifestyle and the chance to work in Canada's Greenest Workforce, then the forest products industry is right for you.**