

# We Are Hiring!

## Position

### Credit Analyst

Location : Dar Es Salaam

Reports to : Head - Corporate Banking

### HEAD OFFICE

Desired candidate should possess a Bachelor degree or equivalent qualifications in accounting, Business Administration, Banking and Finance, economics.

The candidate should be Fresh graduate / minimum of 1 year of banking experience in credit management from a reputable commercial bank.

Please send your application letter and CV to;

Email: [recruitment2025@diamondtrust.co.tz](mailto:recruitment2025@diamondtrust.co.tz)

Deadline: 2<sup>nd</sup> September 2025



## Job Purpose

Responsible for processing of credit applications, credit related transactions from beginning to end. This will include but not limited to credit assessment, defending the credit proposal at various levels of review, documentation, disbursement and management of other administrative account related matters. The role will entail handling overall credit administrative matters as

## Duties

Keeping turnaround time of all credit applications within agreed timeframe.

Contributing towards effective managing, monitoring and controlling the lending portfolio.

Credit appraisal and recommendation of the credit proposals to various credit committees.

Process other credit related applications.

Liaison with professionals i.e. advocates, accountants, valuers, insurers etc.

Diarizing for future action any issues arising from the credit application.

Identification of areas of weakness during credit processing, organizing and/or recommending suitable training

Follow up of audit reports reviewing credit applications and loan appraisals

Analyzing of Financial statements.

## Requirements

Bachelor degree or equivalent qualifications in accounting, Business Administration, Banking and Finance, economics.

## Personal Attributes

Strong communication and reporting skills.

Good numerical skills

Good analytical skills

Excellent digital application skills of microsoft applications.)

A structured approach to dealing with complex and variable work environments in an independent manner.

Ability to balance opposing business requirements.

Ability to balance long term and short-term requirements independently

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