



Lending Officer

£25,500 - £27,000 per annum, plus training and benefits

Attercliffe, Sheffield

Calling all loan and finance professionals looking to join our dynamic and growing credit union in Sheffield, as we continue our mission to provide outstanding service and affordable lending to our credit union members.

About the role...

This role offers real diversity and variety, where one minute you'll be on the phone talking to a member about their loan application, and the next you'll be running credit checks and making loan application decisions. To give you an idea day to day, you'll be...

- Reviewing documents provided by the members, spotting potentially fraudulent activity
- Inputting key information into a range of data entry systems and templates
- Making decisions to approve or decline applications
- Interviewing our credit union members in order to reach an effective lending decision

About you...

This role is perfect for an existing Underwriter or Lending Officer who's ready for a new and welcoming environment, or a strong Finance or Legal Administrator who is confident in their abilities and ready for the step up.

All our people have a real passion for looking after our members, so a strong customer focus is essential, and to be truly successful in this role, you'll also...

- Enjoy talking to a range of people over the phone
- Be comfortable making decisions based on information presented
- Have first class administration skills
- Pride yourself on your accuracy and attention to detail
- Confidently interpret and process numbers and data
- Enjoy working with and supporting your team-mates
- Be articulate
- Have a patient nature
- Be confident working with the full Microsoft Office suite

About our benefits...

Working with our credit union is rewarding, in every sense, because we give you the training to succeed in your role and plenty of opportunities to move around the organisation and progress your career with us. The environment has a real family feel to it, our team are super-supportive, and people love working here.

We offer a competitive salary of up to £27,000 pa with annual pay reviews as standard, plus holiday allowance which increases with your service. With free parking, great bus links, an excellent employer-contributed pension, healthcare scheme, company events, and a truly great working environment for you to enjoy coming to work, why wouldn't you apply!

A few deal breakers to check before you do apply:

The hours are full time, Monday to Friday, working 8am-4pm (8am-3pm on Fridays). Although we are super-flexible to work with, we really need you living in or close to Sheffield because office-based working is important.

If you are invited to interview, the personal information we have collected from you will be shared with CIFAS who will use it to check and prevent fraud, other unlawful or dishonest conduct, malpractice, and other seriously improper conduct. If any of these are detected, you could be refused employment. Your personal information will also be used to verify your identity. Further details of how your information will be used by us and CIFAS, and your data protection rights, can be found by <https://www.cifas.org.uk/fpn>. For more information on how your data will be collected, processed and stored, please see our Job Applicant Privacy Notice here: <https://www.transaveuk.co.uk/privacy-policy/>

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