



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/07/27

Loan Administration Technician

Job ID	FCC-EN-R-1006342	
Web Address	https://careers.indigenous.link/viewjob?jobname=FCC-EN-R-1006342	
Company	Farm Credit Canada	
Location	Edmonton, Alberta	
Date Posted	From: 2024-07-23	To: 2024-08-06
Job	Type: Full-time	Category: Finance
Languages	Language(s) Required: English	

Description

Closing Date (MM/DD/YYYY):08/06/2024Worker Type:Term (Fixed Term)Language(s) Required:EnglishTerm Duration (in months):12Salary Range (plus eligible to receive a performance based incentive, applicable to position) :\$47,254 - \$63,934Loan administration knowledge needed:

Perform various loan administration transactions, including digital imaging and indexing of loan documentation, and the review of personal property collateral.

Youâ€™ll also support workflow coordination for FCCâ€™s Loan Administration Centre.What youâ€™ll do:

- Manage daily workflow for the Loan Administration Centre
- Respond to inquiries from Operations employees and work with field offices for client-specific requests
- Process document imaging responsibilities
- Maintain and validate personal property lending security and documentation
- Provide general office support

What weâ€™re looking for:

- Organized multi-tasker able to work on a variety of transactions
- Strong communicator able to work closely with other departments
- Detail-oriented, analytical thinker

What youâ€™ll need:

- A post-secondary diploma or certificate and at least one year of specialized experience (or an equivalent combination of education and experience)
- A general knowledge of loan administration systems and provincial registries

How to Apply

Click "Apply Now"