



# 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.Link's 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  
Toll Free Fax: (877) 825-7564  
L9 P23 R4074 HWY 596 - Box 109  
Keewatin, ON P0X 1C0

# Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/05/04

## Account Representative (Position Can Be Located Anywhere In Canada)

Job ID	72-F2-BE-C3-07-66	
Web Address	<a href="https://careers.indigenous.link/viewjob?jobname=72-F2-BE-C3-07-66">https://careers.indigenous.link/viewjob?jobname=72-F2-BE-C3-07-66</a>	
Company	CMHC	
Location	Various Locations, Across Canada	
Date Posted	From: 2020-12-03	To: 2021-01-02
Job	Type: Full-time	Category: Office
Languages	English	

### Description

Help make a difference for Canadians. CMHC's aspiration is that by 2030, everyone in Canada has a home that they can afford and that meets their needs. All of our programs and activities support this singular goal.

Be part of an inclusive workplace. Diversity and Inclusion guides everything we do at CMHC. We're taking concrete actions to eliminate racism and embed equity into our culture, processes, programs, and policies so that they reflect the lived experiences of all Canadians.

Join the Client Operation Team( Financing Operations), where our partners view CMHC as the catalyst for solving housing affordability challenges. Your mortgage financing skills and your passion for housing will help in the successful creation and renovation of housing projects as they move through the contract negotiation and advancing processes.

This is a temporary position of a duration of 12 months.

#### Responsibilities:

- Assesses client accounts against program and product requirements, including applications and funding requests, financial reviews, existing and new agreements and loans, claim and subsidy eligibility.

- Provides timely and efficient delivery of services in contribution to service standards.

- Participates actively in progress advances, client data gathering and analysis, reporting and the follow-up processes.

- Participates in internal processes involving performance monitoring and quality assurance, by reviewing work and submitting detailed reports.

- Ensures that all documentation in place is in accordance with program audit requirements

- Addresses client needs and inquiries while offering advice, support and alternative solutions.

#### Minimum Qualifications:

- Undergraduate degree in a relevant field such as business, finance or commerce or an equivalent combination of education and required experience

- One year of experience in social and affordable housing, mortgage financing and real estate and/or property administration.

- Strong analytical and problem-solving skills.

- Strong oral and written communication skills.

- Ability to establish and maintain effective working relationships.

### How to Apply

Posting closing date: Note, the competition may remain active until filled.

CMHC values diverse backgrounds and experience and welcomes non-Canadians who are eligible to work in Canada to apply!

We sincerely thank all candidates for their interest, however, please note that only applicants selected for further consideration will be contacted. If selected for an interview or testing, please advise us if you require an accommodation.

Job Requisition ID: 5161

Travel Requirement: Travel not required

Office Location: Calgary (AB); Charlottetown (PE); Edmonton (AB); Halifax (NS); Moncton (NB); Montreal (QC); Ottawa (ON); Quebec (QC); Saskatoon (SK); St. John's (NL); Thunder Bay (ON); Toronto (ON); Vancouver (BC); Winnipeg (MB); Yellowknife (NT)