



Business Loans Officer

(Commercial Loans & Grant Analysis)

First Peoples Economic Growth Fund Inc. (FPEGF) is a diverse organization with a mandate to help support the growth of Manitoba's First Nation business community by investing debt or equity capital into viable business start-ups, expansions and acquisitions. FPEGF has an immediate position for a **Business Loans Officer** who is responsible for assisting potential and existing First Nation business clients.

JOB SUMMARY:

The successful candidate will have excellent financial analysis and communication skills used to write and present detailed business financing (loan and grant) submissions to the CEO and Board for approval. The **Business Loans Officer** is responsible for maintaining a portfolio of business clients as well as up to date grant activity reports and quarterly/year-end reports. The preferred applicant will be able to work effectively on her/his own as well as part of a diverse professional team.

QUALIFICATIONS:

- Post-secondary education in Business and/or minimum of four years of related work experience.
- The ability to analyze, develop and understand financial statements and business plans to determine viability is crucial.
- Experience in Commercial or developmental lending, and/or experience in small business management/development.
- Working knowledge of excel and loans management software programs.
- Knowledge and experience in working with the First Nations business community in Manitoba.
- A strong accounting background is a definite asset.
- Highly organized and detail oriented with excellent research skills.
- Ability to speak and/or understand a First Nation language is an asset.

A competitive salary and group benefits plan will be offered to the successful candidate. Only candidates selected for interviews will be contacted.

As all investments will be made in Manitoba, travel will be necessary throughout the Province.

Closing date: Noon, Wednesday November 13, 2019.

Forward résumé, complete with cover letter, salary expectations:

Robyn Wozney, Finance Manager
First Peoples Economic Growth Fund
102 – 1075 Portage Ave., Winnipeg, MB R3G 0R8
Email: info@firstpeoplesfund.ca
Fax: (204) 942-6441