



CTBC BANK
中國信託銀行

Position Name: Credit Analyst (Bilingual Mandarin preferred)

Department: Credit & Risk Department

Position Status: Full-time

Work Location: Head Office (Vancouver)

Working Hour: Monday to Friday; 8:45 am to 5:15 pm

Job Scope:

- To provide support to superiors
- To provide support to lending officers.
- Provide ongoing maintenance of scanned credit files for credit & risk department, liaise with Loan Service unit, and prepare internal reports.
- Prepare risk related management reports on regular basis.
- Provide support in credit & risk related P&P review.
- To learn and develop in the knowledge and experience on residential lending and risk functions.
- Support the credit application approval flow and documents review.
- Other ad hoc projects assigned by management.

Key Responsibilities:

- Reconciles and reports on the risk results for the Bank.
- ECL analysis, budgets, forecasts etc.
- Participates in the preparation of financial statements.
- Participates in the preparation of regular reports to the regulator, Parent Bank and Auditor.

- Compiles information, ad hoc data extracts and reports in response to various inquiries from management as well as external bodies such as auditors, Parent Bank and regulatory agencies.
- Recommends new procedures, instructions and system modifications to improve the efficiency, timeliness, accuracy and completeness of Risk Management Framework.
- Responds to internal and external audit requests and inquiries.
- Identifies and implements staff training and development opportunities.
- Liaises with other departments and ensure knowledge transfer and updates to staff regarding new developments and policies.
- Special projects and other ad hoc duties as required.

Key Qualifications:

- University degree in Finance preferred
- Three (3) to five (5) years' experience in financial institution. Banking experience preferred.
- Intermediate/Advanced level of Excel spreadsheet skills, strong computer aptitude
- Strong written and verbal communication skills
- Detail oriented.
- Strong time management skills

How to Apply:

Please forward resume and cover letter with the application position in confidence to Human Resources Department at

350-2608 Granville Street, Vancouver
B.C. Canada V6H 3V3

E-mail:

HR@ctbcbank.ca