

LOANS ADMIN/ FINANCIAL SERVICES OFFICER 1

FULL-TIME ERICKSON, MB

Life is short - work somewhere awesome!

Monday to Friday No weekends!

Compass Credit Union Ltd is currently looking for a candidate to fill the role of Loans Administration/ Financial Services Officer 1 as a Full-Time Position at our Erickson Branch.

THE POSITION

- Reporting to the Branch Manager, the successful candidate will provide direct lending services and advice to members and administrative support within the Lending Department.
- Responsibilities include, but are not limited to, interviewing members and assessing applications for lines of credit, personal loans, mortgages, and credit cards, while also supporting lenders through the preparation, processing, and maintenance of accurate lending documentation. The role ensures all lending activities and administrative processes comply with legislation, procedures, and internal policies. In addition, the position promotes the full range of credit union products and services, referring members to appropriate specialists for needs outside the lending scope, while contributing to an exceptional member experience.

THE PERSON

As part of the team the successful candidate will work well under pressure, demonstrate attention to detail and excel in delivering exceptional member service. They will possess strong communication, organizational, problem solving and decision-making skills

EXPERIENCE/EDUCATION

- Minimum: Grade 12 and willingness to pursue ongoing credit and lending training if no experience.
- Preferred: Business diploma or post secondary education in business or finance. Experience in lending, credit analysis, or financial services an asset

Salary will be based on qualifications and experience.

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THE CREDIT UNION

Compass Credit Union, formerly Erickson and Crocus Credit Unions, have two branches in Brandon, one in Erickson as well as a majority interest in an insurance agency.

Please send **resume** and **covering letter** by Friday, **March 13, 2026**, in confidence, to:

MONICA LAMBOURNE - ACUIC, FCUIC, ABL, ACRML

Branch Manager

Compass Credit Union Limited

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