



## Housing Finance Officer

Habitat for Humanity Vietnam (HFHV) is currently seeking a professional individual to serve as a The Housing Finance Officer, based in Ho Chi Minh City. The primary function on this position is to lead the development of housing finance products and services that HFHV and its partners can provide for low income families needing to improve their housing conditions. This position will also provide technical support for and oversight of the loan portfolio management of HFHV's implementing partners.

The Housing Finance Officer is responsible for but not limited to

- Lead the development of new innovations for housing finance products and services that will allow more low income families to afford to make improvements to their housing conditions.
- Developing guidelines and resources for HFHV staff and its implementing partners for implementing a micro loan program for low income families to improve their housing conditions. Provide training and consultation as needed.
- Oversee the loan portfolio management of HFHV's partners and prepare the required management reporting.
- Identify potential partners who wish to develop housing loan products and provide appropriate Institutional Technical Assistance (ITA)
- Deliver, and train others to deliver, financial education that supports low income families to have the necessary financial resources available to improve their housing conditions.

### Requirements:

- University degree in Banking, finance, or in relevant fields, with a minimum of 3 years experience in lending operations with a micro finance institution"
- Experience in the area of Market research, product development, pricing, etc.
- Familiar with MFI global, regional and national lending standards and benchmarks
- Hands on experience in managing loan portfolio (from loan origination to dealing with delinquent loans/borrowers)
- Computer proficiency in MS Word, Excel, PPT etc.
- A self-starter who works with minimum oversight and who is keen to innovate
- Strong interpersonal skills

### How to Apply:

Closing date: **please fill in**

Your application **must** include:

- A cover letter clearly demonstrating your suitability for this position
- A comprehensive CV (no more than 2 pages)
- Contact details (including telephone number and email) of 3 references including most recent direct supervisors

- Expected salary

Applicants who do not provide **all** of the above requested information will not be considered.

Email your application to:

Human Resource Department

Habitat for Humanity Vietnam

Email: [application@habitatvietnam.org](mailto:application@habitatvietnam.org)

Habitat for Humanity International (HFHI) is a non-profit, ecumenical Christian housing ministry that seeks to eliminate inadequate housing and homelessness in the world, and to make decent shelter a matter of conscience and action. It was founded in 1976 and Habitat for Humanity Vietnam is a branch of HFHI. HFH Vietnam is an equal opportunity employer.

We sincerely thank you for your interest in Habitat for Humanity Vietnam