

Solidarity Group Lending Supervisor

Background:

DCB Commercial Bank Plc is a fully-fledged retail and commercial bank in Tanzania. The bank offers banking services to Individuals, Microfinance, Small to Medium sized Businesses (MSME), as well as large corporate clients. DCB Bank has a wide branch network of over 8 branches, over 700 DCB Wakala Agents, and over 280 Umoja switch ATMs serving over 3 million customers across the country.

We invite suitably qualified candidates to fill the positions of **Solidarity Group Lending Supervisor**. The successful candidates will be responsible for managing area portfolio and ensuring the target are achieved in line with organizational objectives, oversee team operation, Supervising area staff and focus on risk management and effectiveness of the area.

Responsibilities:

- Preparing team monthly, quarterly & yearly target plan and conduct monthly meetings with the team.
- Follow up and visit at least two groups per month.
- Prepare and follow up Community organizers daily activities both in the field and Office and verify member admission, loan scheme and necessary paper documents as per requirement.
- Facilitate auditing, monitoring and review and liaison with local government and other organization in the area.
- Checking of collection sheet.
- Guide and supervise community organizers to ensure the quality member and the disbursement target is met.
- To prepare daily, weekly and monthly report and issue to the respective supervisor.
- Actively supervise loan disbursement process.

Qualifications and Experience:

- Technical Certification/Diploma in any field from a recognized institution.
- 3 to 4 years work experience in group lending, with at least 1 year in a supervisory role.
- Good understanding of economic activities and consumer behaviour in the microlending space.
- Ability to build and maintain strong relationship with customers.
- Results oriented with good time management and analytical skills.
- Excellent oral and written communication skills in English and Swahili

If you believe you are the right candidate for this position, kindly submit your application with a detailed CV, photocopies of academic certificate, and names of three referees with their contacts, quoting reference number **DCB-RB-SGLS-05/2025** on the subject of the email. **To be considered, applications MUST be submitted through recruitment@dcb.co.tz** not later than **20th May 2025**. Hard copy applications will not be accepted.