

*Ground Floor, Options  
Building,  
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**Registration Number: 66594**

07 January 2022

## **JOB ADVERTISEMENT**

**JOB TITLE: COLLECTIONS OFFICER**

Pulamaliboho Financial Services is currently searching for talented intern to join the company in the above capacity.

## **PURPOSE OF THE ROLE**

The incumbent will be responsible for loans repayments collections, other revenue generated by the company and keeping proper records of all funds received by the company.

## **COMPETENCIES**

- Strong interpersonal skills
- Persuasion skills
- Administrative skills
- Financial Management
- Customer service skills
- Presentation skills

## **MINIMUM QUALIFICATIONS AND EXPERIENCE**

Diploma in Marketing/Business Management or equivalent qualification.

## **REMUNERATION**

Basic salary commensurate with the terms of the role.

**PLEASE NOTE:** Interested and suitably qualified candidates should email their applications with CVs, certified copies of identification, transcripts and educational certificates to [info@pulamaliboho-fs.com](mailto:info@pulamaliboho-fs.com) with subject: **RE: Application for the position of Collections Officer**. Or hand-deliver them at our office (Options building, 240 Pioneer Road, Maseru). Applications should be submitted on or before Friday **14<sup>th</sup> January 2022**. Only shortlisted candidates will be contacted.