

CITIZENCREDIT Centre, CTS No. 236, Marve Road, Orlem, Malad West, Mumbai 400064

## **Deputy Manager/Manager Recoveries**

### **Looking for candidates:**

To manage collections, recovery, NPAs legal compliance, and ensure minimization of credit losses.

### **Qualification:**

**Essential:** Graduate in Commerce / Finance / Banking, MBA (Finance)/LLB.

Preferred 5–10 years in a large UCB or a PSU Bank /NBFC, recovery or credit monitoring.

**Desirable:** CAIIB, IIBF certification.

### **Responsibilities include:**

- Handle NPA accounts and initiate recovery action plans.
- Recovery in NPA accounts through followup and legal recourse
- Scrutinise NPA Review Sheets and prepare reports.
- Scrutinise Wilful Default angle in NPA and assist in Wilful Default Process
- Issue of Recall Notice, issue 13(2), 13(4) and track filing and Possession Order take physical possession of assets, Publishing notices, Valuation and Approval for Reserve Price, Auction Sale and Registration
- Recovery through Money suits in DRT, Arbitration and Insolvency Process
- Liason for enforcement of Possession orders through Revenue Officer/Court Commissioner and Police
- Ensure appropriation of the recovered amount as per recovery policy of the Bank.
- Assess and prepare notes for Compromise Settlements and follow up for resolution
- Process Technical Write Off and Manage recovery in AUCA Accounts
- Support Monitoring Department for contacting and meeting chronic SMA cases
- Compliance of IRAC Directions
- Periodic valuation & inspection of all assets in physical possession
- MIS to Board/Management Monitor overdue loan accounts and ensure timely recovery.
- Develop and implement recovery strategies for delinquent accounts.
- Conduct field visits and negotiate settlements.
- Ensure compliance with RBI guidelines and bank policies.

**Age: Below 48 years**

### **Designation and Compensation:**

Designation and Compensation will be commensurate with qualifications & relevant experience

Any of the above criteria may be relaxed in the case of deserving candidates, at the sole discretion of the Bank's Management.

Interested candidates are requested to e-mail their latest resume at [career@citizencreditbank.com](mailto:career@citizencreditbank.com) with subject –**Application for - Deputy Manager/Manager Recoveries.**