



## JOB VACANCY

The Hoopa Valley Tribe is accepting applications to fill the following vacant position:

### Loan Officer

The Hoopa Development Fund is seeking applicants to fulfill a Regular F/T position; Salary: DOE; 40 hrs./week, Monday through Friday. This position examines, evaluates, and recommends approval of customer applications. Examines, evaluates and administers the collection efforts for lines of credit, commercial loans, real estate loans, and consumer loans. Offers Financial Counseling.

**MINIMUM QUALIFICATIONS:** An Associates' Degree or equivalent from a two (2) year college or technical school in Business or Finance is preferred. Must have one (1) year related experience and/or training; or equivalent combination of education and experience. Must have experience in lending, banking, or customer service. Must have no delinquent loans with Hoopa Development Fund. Will be subject to a credit check. Must possess a current Spokesperson Certification from the Hoopa Valley Tribal Court Bar, or be able to become certified within one month of employment. Must be able to obtain Financial Literacy Certification with 3 months of employment. Must possess a valid CDL and be insurable with the Hoopa Valley Tribe.

**DEADLINE: November 6, 2015**

Submit applications to the Human Resources Department, Hoopa Valley Tribe, P.O. Box 218, Hoopa, CA 95546 or call (530) 625-9200 ext. 15. The Tribe's Drug and Alcohol Policy and TERO Ordinance apply.

