



VantageOne
CREDIT UNION

Career
Opportunity

External Advertisement: IA/EX 2021-01

Closing Date: Until Filled

Position: Lease Manager, VantageOne Leasing Inc.

We are seeking a Lease Manager to join our equipment leasing subsidiary, VantageOne Leasing Inc. This position is responsible for providing leadership, coaching and support to the VantageOne Leasing employees. The Lease Manager's responsibilities also include the successful growth of the lease portfolio through broker relationships, assessing, providing recommendations, negotiating, and approving terms and conditions to complete lease applications that meet VantageOne Leasing policies and guidelines ensuring risks are minimized.

The successful candidate must possess:

- Proven ability to develop and coach employees to achieve targets
- Detailed knowledge of commercial credit underwriting policies and procedures
- Demonstrated ability to analyze business financial statements and identify business problems/solutions
- Proven sound judgement/decision-making skills
- Intermediate knowledge and skill of Word, Excel, Outlook, PowerPoint, Lease Software such as Casitron and Edge.
- Excellent organizational and time management skills with attention to detail
- Previous exposure to a leasing environment is an asset

About VantageOne:

VantageOne Leasing Inc. is a wholly owned subsidiary of VantageOne Credit Union. Since 2004 VantageOne Leasing's team of lease professionals have strived to make the lease financing process for large or small equipment acquisitions and upgrades as simple and effective as possible.

Since 1944, VantageOne Credit Union has provided financial products and services to individuals, small and medium-sized businesses, and corporations. VantageOne Credit Union has a long-standing practice of supporting our communities by providing both volunteer and financial support to many organizations. We take an active role in our communities, not only by providing convenient, cost effective services, but through support of local groups, charitable donations, and special event sponsorship.

We are a community-based, member owned financial institution. Our members have a real stake in our day-to-day decisions, and our operations reflect the needs of the communities in which we are located.

Please email your cover letter and resume to HR@vantageone.net.

We thank all those who express an interest, however, only those selected for an interview will be contacted.

Learn More About

Life & *the Application*
At VantageOne Process

www.vantageone.net

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| POSITION TITLE: | Leasing Manager |
| BUSINESS UNIT/DEPARTMENT | VantageOne Leasing Inc. |
| LOCATION: | 3111 – 32 Avenue, Vernon, BC |
| REPORTS TO: | Vice President, Commercial Banking |

PURPOSE OF POSITION

The purpose of this position is to:

- Provide operational., human resources, business planning and financial management leadership to VantageOne Leasing Inc.
- Provide portfolio management, reporting and compliance for VOL.
- Provide marketing and business development for VOL.
- Provide Human Resource direction to VOL Team
- Participate as a management team member by contributing to the operational and strategic direction of the organization.

ROLES AND RESPONSIBILITIES/DUTIES
Operational Leadership

- Manages VOL operations and administration area to ensure a high quality of service delivery.
- Directly leads the leasing employee group.
- Manages the day-to-day leasing service delivery.
- Ensures adherence to regulations, policies and procedures, and risk management programs.
- Implements policies and procedures which improve service, effectiveness and efficiency in internal processes.

Business Planning and Financial Management

- Accomplishes business plan objectives for divisional growth and profitability targets of VOL.
- Assists in the creation of VOL business plans (objectives, strategies and tactics) in conjunction with the Business Services and Credit Manager
- Implements and executes VOL business plans
- Achieves corporate strategic imperatives

- Adheres to established and approved budget for FTE allocation and program budget
- Assists in the implementation of compliance and risk management processes and procedures in conjunction with credit union enterprise risk management program

Human Resources

- Directs Human Resources Planning for VOL in conjunction with the HR Department
- Assists with staffing and recruiting with our HR Department.
- Provides overall employee engagement and motivation for VOL employee group
- Provides Coaching and Support to reporting employees.
- Works with HR to establish/update Job Descriptions for all positions in VOL
- Conforms to and applies corporate HR policies and procedures
- Establishes performance criteria for each direct report, monitors performance and provides ongoing performance feedback to employees through the corporate performance management system.

Credit

- Provides credit management for VOL insuring credit processes conform to corporate credit policies.
- Approves leasing contracts and equipment rental/purchase within delegated approval authority and refers files outside of approval authority to the appropriate next level.
- Oversees credit approval of assigned staff provided credit authority.
- Manages compliance and risk management processes and reporting.
- Monitors and manages VOL delinquency and recovery efforts.
- Interacts with Business Services on issues surrounding business lending needs.

Business Development

- Leads a sales, service and development culture within VOL
- Capitalizes on business development opportunities
- Actively promotes VOL and VantageOne Credit Union through partnerships and client development
- Assists in evaluation of VOL market position
- Coordinates and contributes to marketing activities for VOL in conjunction with corporate marketing plans
- Supports and participates in corporate marketing and business development programs
- Maintains up to date and in-depth level of knowledge of the industry and of the competition

Management Team Member

- Actively participates in corporate management team meetings
- Contributes to the corporate planning process
- Consults regularly with members of the corporate management team

Other Duties

- Leads or participates in special corporate projects as assigned
- Other related duties as assigned.

EDUCATION & EXPERIENCE

Education:

- Bachelor's Degree or a diploma requiring 3-4 years of full-time study or equivalent including professional designations

And

Job Related Experience:

- 7 - 9 years' experience in the Vehicle and Equipment Leasing Industry and/or commercial lending environment with a minimum of 2 years supervisory and/or coaching experience.

Or

- an equivalent combination of education and experience acceptable to VantageOne

STRENGTHS AND ABILITIES

| Striving Strengths | Thinking Strengths | Relating Strengths |
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| <ul style="list-style-type: none"> • Ability to Achieve • Desire to Succeed • Competent • Committed to be of Service to Others • Ethical • Available | <ul style="list-style-type: none"> • Focused • Disciplined • Able to Arrange • Responsible • Problem Solving Ability • Committed to Accuracy | <ul style="list-style-type: none"> • Empathetic • Caring • Team Player • Ability to build and sustain relationships • Partnership and Advice Focused • Positive Attitude |

PHYSICAL REQUIREMENTS

Physical exertion – occasional less than ¼ of the time this would include stooping, reaching, pushing, pulling and/or lifting.

Visual attention – frequent between ½ and ¾ of the time this may include intense reading of documentation or data, close monitoring of computer screen and/or detailed work.

Travel – Occasional travel for VOL business required. Vehicle and valid licence are mandatory.

Manual Dexterity – frequent between ½ and ¾ of the time this includes computer keyboarding or mouse work for a significant portion of the work day. 40 wpm keyboarding skills.

NATURE OF SUPERVISION

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| Immediate Supervisor | Vice President Commercial Banking |
| Supervisor Responsibility Level | Manager – Manages all employees of VantageOne Leasing Inc. |
| Positions Supervised | VantageOne Leasing Employees |