



CCS of Atlantic Canada, Inc. (CCSAC) is a registered non-profit organization providing credit counselling services to families and individuals. Our goal is to provide guidance to consumers and help them find solutions to their financial problems and to improve their money management skills.

Credit Counsellor (Bilingual)

Here at Credit Counselling Services of Atlantic Canada, Inc., it's more than just a job. We don't just provide financial solutions, we help to rebuild lives. If you're looking to truly make a difference and help people get back on track financially, then CCSAC may be the right place for you. CCSAC currently has a full-time position available in our Moncton, N.B. office. Some evenings and Saturdays will be required. As a Credit Counsellor, you will work in a team environment, collaboratively with our Client Services team. Part of your duties will include providing financial and credit counselling advice to individuals who request our assistance, helping clients maintain and successfully complete the repayment of their debts, and making appropriate referrals to external services as needed to best serve our clients. In addition, you will also help foster mutually beneficial relationships with industry stakeholders so that we are continually able to serve our clients with industry leading standards.

To be successful in this role, you will have:

- Fluency in both French and English
- Ability to maintain confidentiality
- Previous experience in the credit, financial or collections services industries is an asset
- Excellent oral and written communication skills
- Good organizational skills and be able to manage time and priorities effectively
- Proficiency in Microsoft Office applications and the ability to comfortably adapt to new software packages.
- Strong interpersonal skills
- Proven success working as part of a team
- Post-secondary education, degree or diploma an asset
- Satisfactory criminal record check

If you believe you are the right candidate for this career opportunity, please submit your resume and cover letter to careers@solveyourdebts.com no later than **November 30th, 2018**.

CCSAC is an equal opportunity employer and would like to thank all applicants for their interest, however, only those selected for interviews will be contacted.