



PR/160691 | Credit Analyst

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1599379

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

June 26th, 2026 11:14

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Native

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Job Responsibilities

- * Act as the main point of contact for daily enquiries from business units, ensuring timely responses within agreed service levels.
- * Handle end-to-end credit administration activities, including facility maintenance, amendments, reviews, and cancellations.
- * Support loan operations such as drawdowns, rollovers, repayments, and related payments for bilateral, syndicated, and agency loans.
- * Perform repricing and restructuring maintenance for loan accounts in accordance with approved terms.
- * Monitor loan repayments and follow up on scheduled collections.
- * Track and ensure timely collection of fees and charges related to loan facilities.
- * Process operational payments such as legal, valuation, and insurance fees.
- * Support refund processing for excess redemption or excess CPF payments (where applicable).
- * Provide guidance and supervision to junior team members and support daily team operations.
- * Participate in continuous process improvements and undertake ad-hoc tasks as required by management.

Job Requirements

- * Diploma or Bachelor's Degree in Accounting, Finance, Business, Economics, Financial Engineering, or equivalent
- * Minimum 3 years' experience in credit administration or related roles within banking/financial services
- *Familiar with credit policies, procedures, and regulatory requirements

* Proficient in MS Office (Word, Excel, PowerPoint) and relevant systems

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Company Description