



## About Us

Star Building Materials is an independent, wholly owned division of Qualico. The company is a leading provider of building materials, trusses, ready to move homes, and cottage and garage packages operating under the Star Building Materials, Star Ready to Move Homes and Star Truss brands. With over 50 years of experience, Star Building Materials is committed to providing reliable and innovative products and services. To learn more, click [here](#).

At Star, our people make the difference. We offer an exciting place to build your career with competitive compensation and benefit packages, company matching RRSP/DPSP program, employee home purchase program and retail discounts.

## Job Overview

Reporting to the Vice-President, as the **Manager, Credit** you will plan, direct and coordinate all credit and collection functions for the designated business unit to protect company assets while enhancing customer relationships.

Your day-to-day responsibilities will include:

- Collaborating with sales department to ensure all customer concerns and inquiries are addressed in a professional and timely manner. Fostering positive relationships with clients.
- Providing expertise to credit and risk analysis, and assisting management with business growth and mitigation of credit risk when targeting potential business.
- Utilizing proper procedures and enforcing policies for credits and payment collections.
- Developing strategies to ensure timely collection of receivables and reducing exposure to write-offs. Establishing credit risk profiles, credit ratings and credit ceilings for credit customers.
- Assessing risk profile for new credit applicants, establishing credit terms, negotiating for security documents, and allocating credit limits to new accounts.
- Following up with collection of delinquent accounts. Maintaining effective dialogue and liaising with Collection Agencies and Lawyers to develop effective strategies to successfully collect delinquent accounts.
- Mentoring, supervising, developing and providing guidance to credit and collection support staff.

As our ideal candidate, you are...

- A strong communicator; you clearly express your thoughts in conversation as well as write and present in a persuasive and influencing manner.
- An active listener; you seek to understand and listen to others in a non-judgmental way.
- Detailed oriented; you focus on detailed accuracy when dealing with a high volume of work.
- A creative thinker; you identify new ideas, techniques and opportunities to improve performance and productivity.
- A leader; you develop or improve the skills of others through effective coaching and guidance.

## Essential Requirements

- Bachelor's Degree or Diploma in Finance, or equivalent.
- Minimum 1 year of credit management experience in a managerial position.
- Proof of COVID-19 vaccination.
- Satisfactory verification of criminal record check.
- Proficient in Microsoft Office programs (Outlook, Word, Excel, Teams, SharePoint and PowerPoint).

### **Preferred Requirements**

- Certified Credit Professional (CCP) designation is preferred.

### **What We Value**

- Creating trusting and successful working relationships.
- Setting clear, measurable and achievable goals.
- Cooperating with team members in an open, positive and respectful manner.
- Staying current with technical job skills.
- Taking responsibility for the outcomes of decisions and actions.

### **Work Conditions**

You primarily work in an office setting during regular business hours. Overtime may occasionally be required.

Qualico is committed to the health, safety and wellness of its employees and the community. By continuing our commitment to maintaining a safe and healthy workplace, Qualico has implemented a COVID-19 Vaccination Policy that requires all employees in Canada to be fully vaccinated. Proof of vaccination, in the form of a provincially recognized document, must be submitted as a condition of employment. Our policy allows for accommodation in cases of valid medical or religious exemptions. Information related to proof of vaccination or exemption will be kept confidential.

Candidates being considered will be contacted. We thank you for your interest. Join our [Talent Community](#) to stay up to date on job opportunities and to find out why we have the best reason to come to work every day.

**Closing Date:** January 25, 2022

[Apply Here](#)