



*Toledo Teachers Credit Union, Ltd.*  
Queen Street, Punta Gorda Town  
Post Office Box 95  
Toledo District, BELIZE C. A.  
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E-mail: [ttcu@btl.net](mailto:ttcu@btl.net)

## **VACANCY – BRANCH MANAGER-TTCU BELLA VISTA**

Suitable applications are being invited for the post of **BRANCH MANAGER** for the Toledo Teacher's Credit Union Ltd **Branch Office in Bella Vista Village, Toledo District**. The Branch Manager is responsible to manage the operations of the Branch Office and ensure conformity with prescribed policies and integrated sound internal control practices.

### **Responsibilities will include:**

- The Branch Manager reports directly to the General Manager on the operations and progress of activities at the Branch Office.
- Provide direction to team members, including constructive criticism and positive feedback to support personal development and ongoing improvement.
- Manage the entire operations of the branch and have direct supervision over all employees at the branch office.

### **Required Skills:**

Requires general knowledge of the financial institution's operations, regulations, and services. Possess three to five years of specific or related experience with ability to demonstrate honesty, integrity, credibility, confidentiality, and responsibility.

### **Qualifications:**

Minimum of Bachelor's Degree in Business Science/Management with at least three years working experience in the said field.

Being fluent in English and Spanish is an asset.

Must be in possession of class A driver's license.

### **Application packages should include:**

- Letter of Application & A current Curriculum Vitae
- Copies of Relevant Diplomas/Certificates (certified by a JP)
- Two letters of recommendation or references & A recent Police Record.
- Valid Social Security Card or Passport (Belize) and Recent Medical Examination

**Package can be sent to the General Manager**

**Deadline for submission of application is September 13<sup>th</sup>, 2024**

Mr. Leopoldo Romero  
General Manager  
Queen Street  
Punta Gorda Town  
Toledo District Belize

Online application shall be sent to [lromero@ttcupg.org](mailto:lromero@ttcupg.org)

**Incomplete applications will not be considered.**

Toledo Teachers Credit Union is a viable, innovative, socially responsible and transparent financial institution that provides the most efficient, reliable, convenient and competitive financial services to its member-owners and community through education, the use of modern technology, good governance and sound financial management practices.