

Are you ready to be a part of something bigger? As one of Canada's Best Managed Companies, Mega Group values the talents and abilities of our employees and seeks to foster an open, cooperative, and flexible environment in which employees can thrive. Being a proudly Canadian company means we're always looking for smart, enthusiastic, and passionate team members who reflect the communities we serve. Join our team today and take pride in helping our neighbours turn their businesses into success.

Make an impact with our Credit team as a **Credit and Collections Officer** in our **Saskatoon** office.

What you will do:

- Performs initial collections follow on past due accounts
- Assists in ensuring accounts are maintained within established credit facilities
- Enters calls of substance in customer relationship management system
- Financial Statement collection and entry into Power BI
- Facilitates order Approvals through arranging payments
- Prepares outgoing communications on behalf of the credit department
- Assists in Third Party Credit Reviews
- Acts as a backup for Credit Approvals
- Documentation, Scanning and Filing
- Other duties as required to support the Credit Department

What you offer:

- Minimum 2 years in a credit/financial environment.
- Able to analyze financial information at an introductory to intermediate level.
- Proficient in Microsoft Office applications, specifically Excel, Word and Dynamics.
- Strong communication skills (verbal, written, telephone).
- Strong critical thinking and problem-solving skills.
- Positive assertiveness and strong negotiation skills.
- Proficient in organizing records and information.
- Builds collaborative relationships with internal and external customers.
- Ability to multi-task and an excellent time manager.
- Proactive in documenting procedures and seeking opportunities for continuous improvement.
- Bilingualism is considered an asset (French & English)

What we offer:

- Health and Dental coverage
- Health Care Spending Account
- Lifestyle Account
- Gainshare
- RRSP Plan
- Employee Assistance Program
- Social and charity committees
- Hybrid work possibilities
- Healthy work-life balance
- Positive company culture
- Training and development opportunities

- The personal fulfillment of supporting local businesses

Who we are:

Making independent retailers stronger is not just a tagline, it is our entire reason for being. For more than 55 years, Mega Group has provided a competitive edge to like-minded Canadian independent home goods retailers by providing programs and services that save them time and money. Entirely member-owned, Mega Group provides the combined expertise and scale in the areas of Retail financial support, Digital business, and Business Fundamentals that our members cannot easily access or afford on their own.

Want to learn more? Check out our [website](#) and follow us on [Facebook](#).

Our goal is to support local businesses. We believe the best way to do that is by building a team with various backgrounds, cultures, and perspectives to help make our vision a reality. Diversity and inclusion fuel our innovative solutions and unite us with our members and the communities we serve. We have a nationwide, multicultural, and diverse member base - we want to reflect that inside our walls.