



Energia Credit Risk & Debt Management Student Placement

Your new company...

As Viridian Group we are already working for you every day.

How? As Ireland's leading energy provider, we generate and supply energy to hundreds of thousands of homes and businesses across the island of Ireland via our **Power NI**, **Power Procurement** and **Energia** businesses. Chances are, when you flick the switch we've had something to do with the lights coming on.

As you can imagine, powering over 1 million customers takes a pretty big team of people who as powerful and energetic as the electricity we supply. Our industry is in a constant state of change and we need exceptional people like you to help us deliver the future of energy. So... are you ready to switch on your career with Ireland's leading energy provider?

Your new role...

The successful candidate will report jointly to the Credit Risk & Debt Manager and Credit Control Manager and will be responsible for providing business support for the Credit Risk & Debt Management department. With a positive attitude and willingness to learn, you will be given every opportunity to acquire new skills and gain a valuable, working knowledge of the credit management role in one of Ireland's most successful companies.

Main Duties

- Assisting the Insolvency Credit Controller in the management of newly Insolvent customers:
- Handling information requests from Insolvency Practitioners.
- Carrying out customer investigations and referring insolvent customer debts to the credit insurer for claim payment (including preparation of documentation).
- Managing the customer contract process for Insolvent accounts.
- Maintaining the correct information on Energia's internal billing system for insolvent accounts.
- Preparing write-off documentation for bad debts.
- Reporting on workflow volumes, status and outcomes.
- Assisting the Credit Risk Analyst in:
- Carrying out the qualitative and quantitative parts of the credit checking process for new customers and existing customer contract renewals using the following techniques:
 - Previous experience with Energia as a customer.
 - Credit insurance – monitoring and coverage.
 - Agency scoring – Credit reference agencies.
 - Financial statement analysis.
 - Assisting with credit limit applications and other considerations under the credit insurance policy.
 - Assisting with developing industry sector analysis and trends.
 - Customer data cleansing.
 - Ad hoc Credit Risk projects.
 - Other duties as required.

SALARY AND BENEFITS

What will you get?

A very competitive salary with the opportunity to earn a bonus of up to £500 at the end of your placement. This role will be based in our newly refurbished offices in Belfast which offers free coffee/tea and kitchen facilities, along with soft rooms for informal meetings and a recreational area for break times.

The successful candidate will be enrolled into the Company Pension Scheme with an employer contribution of up to 6%, and will also avail of 20 days holiday per year plus 11 statutory days. A range of additional employee benefits include: employee assistance programme, social clubs and free gym membership.

IGNITE Programme

On placement you will be welcomed onto the IGNITE Student Placement Programme where you will learn more about team building, personal effectiveness, building resilience and presenting yourself, all skills that will not only benefit you on placement, but throughout your whole career. Find out more about our student Programme by visiting us at Student Fairs or email us at: hr@viridiangroup.co.uk

PERSON SPECIFICATION

Knowledge and Experience

Essential Criteria

- Module results to date must have a combined average in excess of 60%, up to and including 2019 Semester results.
- All modules and results must be listed on your CV.
- Excellent organisational and time management skills with the ability to prioritise effectively.
- Demonstrable experience of working to tight deadlines.
- Demonstrable evidence of investigative/research work using a range of sources.
- IT literate with a sound working knowledge of MS Word, Excel and PowerPoint .
- Emphasis on accuracy and attention to detail.
- Strong verbal and written communication skills.
- Experience of working effectively with others to achieve team goals.
- A high degree of motivation and enthusiasm.
- A high level of customer focus.
- Ability to learn new skills/tasks quickly.

Desirable Criteria

- The module results combined average may be increased if we have a high level of interest.

Competencies

- Drive for Results
- Taking Ownership
- People and Team Development



What are you waiting for...?

To apply for the above vacancy please return a current CV to careers@viridiangroup.co.uk quoting 'Energia Credit Risk & Debt Management Student.'

Additionally, please complete the attached Equality Monitoring Form and return to monitoringofficer@viridiangroup.co.uk quoting **Energia Credit Risk & Debt Management Student** in the subject line. Your application will be considered incomplete if you fail to return both monitoring form and CV. Please note; testing may form part of the selection process.

The closing date for receipt of applications is Sunday 13th January 2019.