



ធនាគារ ស្ថាបនា
SATHAPANA BANK

Assistant Relationship Manager, Premier Banking

Based in Phnom Penh.

Closing Date: 15th December 2020

Responsibilities

- Provide superior banking service by exhibiting a friendly and professional demeanor at all times
- Keep good communication and relationship with the team and others
- Understand the bank's products and respond appropriately to customer inquiries regarding product
- Understand Retail Banking policies and procedures for position and ensure compliance
- Ensure the accuracy and completeness of customer transaction recordings and postings
- Perform daily cash balancing and investigate for all any discrepancies
- Generate cross sales and referrals to generate new business and additional services
- Promote the bank's products and further establish business relationships
- Accept assignments as required to maintain adequate staffing levels throughout branch system
- Ensure all customer application forms and other related documents are adequate for daily operations
- Any ad-hoc works assigned by supervisor, Deputy Branch Manager or Branch Manager

Qualifications

- Bachelor's degree in Business, Marketing, Finance and Banking or other related degrees
- At least 2 years of working experience in banking services, and contact center are preferred
- Confident, strong communication and interpersonal skills with high network individuals and companies
- Strong understanding of financial compliance and regulatory requirements is an advantage
- Candidates with strong acquisition or good networking background are preferred
- Good at English and Microsoft Office Suite

To Apply

- Interested candidates are encouraged to apply via job@sathapana.com.kh
- For more information, please contact us at 023/ 081 999 010/ 096 257 9666 or go to <https://www.sathapana.com.kh/careers/job-opportunity/>