

Senior Banking Assistant Personal Financial Services - Central Processing Department



Ideal candidate should;

- have passed the GCE O/L with credit passes for English and Mathematics and 3 passes at GCE A/L for the main subjects (excluding General English)
- 4 years' experience in Banking/Finance with exposure to credit. Previous experience in credit/credit card processing function will be a definite advantage
- have good communication & interpersonal skills
- be a good team player
- be able to plan and implement new and innovative ideas
- be flexible to work extra hours

You will be mainly responsible for,

- carrying out check-in and debt service calculation for all credit card applications as per the lending policy
- carrying out verification process on all credit card applications as per the lending policy
- carrying out capturing process in to the CMS system on all credit card applications as per the lending policy
- handling the PFS tracker and responding to e-mails on completed/declined facilities

A competitive remuneration package and other fringe benefits as well as structured career advancement opportunities and extensive training are on offer for the the chosen candidate.

Please apply via e-mail sending a DFCC Bank application form which could be downloaded from our website to recruit@dfccbank.com with the post applied for in the subject by 18 May 2021.

Canvassing in any form will result in disqualification.
Correspondence will only be with the short-listed candidates.

Senior Vice President (Human Resources)
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