

Bank of China, the fourth largest bank in the world opened its first branch in Sri Lanka 04 years ago and they are looking for a dynamic Finance Professional.

ASSISTANT MANAGER/SENIOR EXECUTIVE - CORPORATE BANKING

Key Responsibilities;

- Assist Relationship Manager (RM) to generate revenue, growth & account profitability of the portfolio.
- Manage documentation related to Account Opening, Credit Initiation, and housekeeping related to the portfolio.
- Manage daily/monthly/quarterly internal & external reports related to Corporate Banking.
- Assist RM to maintain a quality loan portfolio for the bank, ensuring that due diligence is conducted.
- Contact with borrowers to assure quality loan repayment and prepare funds roll-over application for loans.
- Manage documentation related to syndicated loans, including drawdown and repayment.
- Assist the Treasury Middle Office for day to day operational work.
- Maintain effective Credit Management by compliance with credit policies, AML policies, procedures & processes.
- Manage risks by observing established operational controls & procedures, as well as complying with the Bank's policies & regulatory issuance at all times and developing & institutionalizing risk mitigates.
- Assist Compliance Department to coordinate audits, and conducting sample checks and training within the department.

Job Specifications;

- University graduate with Bachelor's degree or equivalent qualification.
- An MBA will be an added advantage.
- Minimum of 5 years of banking experience in Commercial banks locally or overseas.
- Experience in handling corporate client relations.
- Good communication skills to maintain long-term client relationships.
- Good knowledge of overall banking operational activities / back office functions.
- Knowledge of Account Opening, RTGS, CEFT, and E-banking functions.
- Knowledge of Treasury Middle Office functions.
- Experience in handling Financial Institution relationships.
- A self-driven, customer-oriented team player, with soundness to keep a good rapport with the clients.

A remuneration package on par with industry standards will be offered to the right candidate.

Please forward your complete resume with contact details of two non-related referees to mslr@sltnet.lk within 14 days of this advertisement quoting MSL Ref. No. 7752 in the subject line. Only short listed candidates will be contacted.



中國銀行
BANK OF CHINA