



OFFICER CUSTOMER ON-BOARDING OPERATIONS

We invite applications from highly driven and accomplished individuals for the position of “**Officer – Customer On-boarding Operations**” at Union Bank.

The Job

- ▶ Scrutinize account opening mandate documentation.
- ▶ Handle internal customer queries.
- ▶ Prepare Statistics and MIS reports.
- ▶ Supervision of subordinates.
- ▶ Authorize details in the Core System and other support systems.
- ▶ Manage department activities in coordination with the department head.

The Person

- ▶ Should possess a minimum of 5 years of banking experience.
- ▶ Comprehensive understanding of overall banking operations.
- ▶ Should possess a full or part qualification in Banking or a relevant professional qualification.
- ▶ Ability to multi-task and work in a challenging environment.
- ▶ Ability to take initiative & work independently.
- ▶ A team player with a positive attitude, good interpersonal skills and commitment to achieve individual and team goals
- ▶ Conversant with regulatory guidelines and directions issued by CBSL.

Rewards

The right candidate can look forward to a remuneration package inclusive of staff loan benefits at concessionary interest rates and career prospects.

Applications must be forwarded via email to jobs@unionb.com with the names of two non-related referees on or before **27th March 2023**. The email subject line must state “**Officer – Customer On-boarding Operations**”. All applications will be treated with strict confidence. Only shortlisted applicants will be notified.



UNION BANK

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WE ARE AN EQUAL OPPORTUNITY EMPLOYER