



JOB HIRING

Be Part of Our Success Growing Team

Prince Bank Plc., recognized with Global, Asia's and Cambodia's Best Employer Brand Awards in 2019 and 2020, is a commercial bank that strives to provide customers with the best products and services delivered with professionalism. Prince Bank Plc. has a clear vision, "to be the financial institution of choice for our target customers." With an ambitious growth plan, Prince Bank Plc. is expanding its business operations and looking for highly qualified candidates to fill the following position.

Branch Support Supervisor

Branch Office

Position Summary: The Branch Support Supervisor is responsible to take care the branch administration work and cleanest to ensure sanity as well as security guards to ensure security at the branch.

| Job Responsibilities | Job Requirements |
|---|---|
| <ul style="list-style-type: none"> • Maintain a proper control of sales kits and stock for passbook, FD certificate, blank cheques book, brochures, etc., take action to report and request for the new stock as necessary. • Monitor daily account movement and make necessary reports to DBM/BM. • Maintain cooperative and productive work atmosphere within the branch. • Assist DBM/BM on other operational tasks. • Lead cleaner to ensure the cleanest at branch as well as security guards and driver. • Manage stationary in the branch to support branch needs. • Other tasks assigned by BM/DBM following business needs. | <ul style="list-style-type: none"> • BBA of Finance and banking and other related fields. • Minimum 3-5 years' experience in branch operations especially customer services. • Experience in commercial banks or financial institution and at least 1-2 years. • Experience in leading people. • Good at problem handling with client. • Be able to use MS Office. • Proactive, flexible, and good team player. • Friendly, smile and professional. |

Core Competencies' Requirements:

| | | |
|---------------------|---------------|-----------------|
| • Customer First | • Innovate | • Develop |
| • Lead with Passion | • Collaborate | • Drive Results |
| | • Think Ahead | |

Why Join Us:

| Prince Bank's Staff Benefits | |
|------------------------------|-------------------------------|
| Financial Benefits | Non- Financial Benefits |
| Chinese New Year (100%) | Working only from Mon-Fri |
| Khmer New Year (50%) | Annual leave 18 days per year |
| Pchum Ben Festival (50%) | Public holiday follow MOLV |
| Annual performance bonus | NSSF |
| Staff loan | Accident and Health Insurance |
| Birthday allowance | Training opportunities |
| Annual salary increment | Promotion opportunities |

If you meet the above requirements and wish to join our dynamic team; please send your recent CV including expected salary to the email address jobs@princebank.com.kh .

For more information:

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