



# 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.

### Senior Teller

### Head Office

**Position Summary:** The Senior Teller is responsible for supporting supervisor to manage all Teller positions to ensure the efficient and effective operation of the teller line. Duties may include a contribution towards assigning workflow, training new tellers or poor performing tellers if requested, monitoring customer service, and ensuring Tellers' duties are in conformance with established procedures to ensure customer satisfaction. Execute customer cash withdrawal, deposit, other bank products/services and cash drawer at an allowed limit.

Job Responsibilities	Job Requirements
<ul style="list-style-type: none"> <li>• Provide account services to customers by receiving deposits and loan payments; cashing checks; issuing savings withdrawals, recording night and mail deposits, selling cashier's checks, traveler's checks ... to ensure customer satisfaction.</li> <li>• Cross-sell bank products by answering inquiries, informing customers of new services and product promotions, ascertaining customers' needs to support yearly branch target.</li> <li>• Reconcile cash drawer by proving cash transactions, counting, and packaging currency, and other transactions.</li> <li>• Comply with bank operations and security procedures by participating in all dual-control functions, maintaining customer traffic surveys.</li> <li>• Maintain customer confidence and protects bank operations by keeping information confidential.</li> <li>• Work closely with customer service area to address any issues on time</li> <li>• Performa's daily ATM custodian to ensure there is enough cash in ATM</li> <li>• Other tasks assigned by BM/DBM/Supervisor following business needs.</li> </ul>	<ul style="list-style-type: none"> <li>• BBA of Finance and banking and other related fields.</li> <li>• Minimum 2–3-year experience in cash handling, Core Banking System (CBS) knowledge in commercial banks or MFIs.</li> <li>• Friendly and support the other.</li> <li>• Ability to organize and work under pressures on timeline.</li> <li>• High commitment on delivery and willing to learn new.</li> <li>• Fluency in English (Chinese is the plus).</li> </ul>

#### Core Competencies' Requirements:

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

#### Why Join Us:

Prince Bank's Staff Benefits		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 <a href="mailto:jobs@princebank.com.kh">jobs@princebank.com.kh</a> .
Financial Benefits	Non- Financial Benefits	
Chinese New Year (100%)	Working only from Mon-Fri	<b>For more information:</b>  Prince Bank Plc.  <a href="http://www.princebank.com.kh">www.princebank.com.kh</a>  096 533 1111/096 311 7888
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	