



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.

Manager, Operations Support

Head Office

Position Summary: Manager, Operations Support is responsible for designed to perform daily operating of CHECK Clearing, Local Remittance, International Remittance, Swift, Payroll Uploading, Reconciliation on Settlement Accounts of the local gateways & Correspondent Bank with a timely and accurate manner. It is expected that the incumbent should have full system knowledge of NCS, Swift, Local gateways and flow of Settlement account along with own personal attitude of positive, commitment and teamwork.

Job Responsibilities	Job Requirements
<ul style="list-style-type: none"> • Prepare cover for CHECK & join NBC Clearing House 2 times per days for CHECK Clearing. • Process the NCS of Local Remittance for both OTC & PRINCE Mobile. • Perform on tasks of International Remittance, Swift & Transactional Banking. • Build a good relationship and work closely with correspondence banks/related international partners. • Work on Reconciliation of Settlement Accounts of NCS, Bakong, Retail Pay, FAST, CSS. • Perform Payroll uploading and all related Operations Support tasks. • Prepare regular/ad-hoc report. • Other tasks assign by Line manager. 	<ul style="list-style-type: none"> • Bachelor's degree in banking, business administration or other related fields. • Minimum 3 years of banking experiences related to Operations Support function. • Full system knowledge of NCS, Swift, Local gateways and Transactional Banking. • High attention to details and accuracy with time management skill. • Self-motivated, self-starter, quick learner, demonstrate initiative. • Own work accountability with strong record of team spirit and collaboration. • Excellent computer literacy in particular MS Excel. • English is a must and Chinese is preferred.

Core Competencies' Requirements:

<ul style="list-style-type: none"> • Customer First • Lead with Passion 	<ul style="list-style-type: none"> • Innovate • Collaborate • Think Ahead 	<ul style="list-style-type: none"> • Develop • Drive Results
-------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------

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 jobs@princebank.com.kh .
Financial Benefits	Non- Financial Benefits	
Chinese New Year (100%)	Working only from Mon-Fri	For more information: Prince Bank Plc. www.princebank.com.kh 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	