

CAREER OPPORTUNITY

Unlock Your Potential to Grow with Us!

Prince Bank Plc. is a commercial bank with license N^oB 46 issued by the National Bank of Cambodia to provide professional banking services to customers in Cambodia.

Prince Bank Plc. has a clear vision "to be always the financial institution of choice for our target customers". With an ambitious growth plan, **Prince Bank Plc.** is expanding its business operations throughout the country and looking for highly qualified candidates for the following position.

Position : **Officer, Application and Maintenance (4 posts)**
Location : **Head Office**
Closing date : **19 April 2019**

Job Responsibilities

- Ensure fast and accurate data input of credit card application into system
- Liaise with internal departments to obtain relevant information needed to complete application and work to be done
- Follow bank process, work instruction and procedures while entering the data into system
- Take ownership and provide the necessary follow up for accounts work as appropriate
- Credit card account maintenance for any requested by customers and submit by branch network
- Build a strong relationship with Prince's stakeholders and customers

Job Requirements

- Bachelor degree in Business Administration or other equivalent
- At least 1 years' experience in credit card maintenance or other similar experience
- Be able to resolve any customer inquiries and complaints effectively
- Customer services oriented with great personal and communication skills
- Good verbal and writing communication skill
- Honestly, commitment and hard work

HOW TO APPLY

Please submit your updated Cover Letter and CV to any nearby branches or head office of Prince Bank Plc. or via email: jobs@princebank.com.kh



Prince Bank Plc



Not over 5MB



096 533 1111 / 096 311 7888

Note: Only shortlisted candidates will be contacted for a test or interview.