

NRB Bank Limited one of the 4th generation commercial banks in the country aims to be the preferred provider of targeted financial services as a conduit for investment to and from Bangladesh for Bangladeshi communities both domestically and internationally to accelerate the industrialization of Bangladesh.

We are looking for few experienced banker for its existing & upcoming Branches and for Divisions at CHO in the following areas to reinforce in achieving bank's aims:

Head of Branch for Ghonapara, Kadamtali, Gazipur, Mirpur and other areas

- Qualification :** Masters in any discipline.
- Experience :** Minimum 6 years' Banking experience
- Skills :**
- Must have excellent business network and having exposure in general banking & credit.
 - Good analytical, problem-solving and decision-making skills.
 - Self driven with pleasant personality.
 - Ability to deal with clients with positive approach.

Customer Service Officer for Branch Banking

- Qualification :** Masters in any discipline.
- Experience :** 2 to 8 years' experience in Bank's General Banking/Customer Service
- Skills :**
- Having knowledge of account opening, branch accounts, clearing, remittance, cash operation, submission of returns and AML guidelines.
 - Good analytical, problem-solving and decision-making skills.
 - Self driven with pleasant personality.
 - Ability to deal with clients with positive approach.

Relationship Officer for Retail Banking

- Qualification :** Masters in any discipline.
- Experience :** 2 to 8 years' experience in Banks or reputed Financial Institutions in acquisition, assessment and management of Retail Clients.
- Skills :**
- Strong customer relationship skill with adequate knowledge on preparation of credit proposals.
 - Capability to complete loan applications, including credit analyses and summaries of loan requests, and submit to loan committees for approval.
 - Marketing knowledge and selling ability of Retail products.

Relationship Officer for SME Banking

- Qualification :** Masters in any discipline.
- Experience :** 2 to 8 years' experience in Banks or reputed Financial Institutions in acquisition, assessment and management of Small and Mid-Segment Asset Clients.
- Skills :**
- Target driven and capable of onboarding new acquisitions
 - Strong customer relationship skill with adequate knowledge on preparation of credit proposals in related segments.
 - Capability to complete loan applications, including credit analyses and summaries of loan requests, and proposal presentation.
 - Good analytical, problem-solving and decision-making skills, leveraging both logic and creativity that translate information into actionable results while delivering high quality outcomes.
 - Marketing knowledge and selling ability of SME products.
 - Good Financial statement analysis i.e. Balance Sheet, Income Statement, cash flow, equity statement.

Relationship Officer for Card Division

- Qualification :** Masters in any discipline.
- Experience :** 2 to 8 years' experience in Banks or reputed Financial Institutions in Card business
- Skills :**
- Capable to mobilize business, develops and implements marketing plans to meet business target, ensure asset quality and manage customer service with distinctive manner
 - Comprehensive understanding of Card systems, Industry based compliances (i.e. Prudential guidelines of Bangladesh Bank etc.) and to embark on vulnerability prevention initiatives (fraud/security/delinquency)
 - Good analytical, problem-solving and decision-making skills.

Officer for Trade Finance Department

- Qualification :** Masters in any discipline.
- Experience :** 2 to 8 years' experience in Banks or reputed Financial Institutions in Foreign Trade
- Skills :**
- Conversant with import/export operation, scrutiny documents, negotiation, document lodgment/retirement and/or regulatory reporting/returns

Officer for Credit Administration Department

- Qualification :** Masters in any discipline.
- Experience :** 2 to 8 years' experience in Banks or reputed Financial Institutions in CAD
- Skills :**
- Capable to ensure compliance with conditions precedent to loan disbursements in line with the policy/guidelines.
 - Good understanding of different circulars, guidelines and instructions circulated by Bangladesh Bank from time to time.
 - Knowledge on Acts and Laws related to banking business.

Direct Sales Executive (Contractual) for SME & Retail products

- Qualification :** Minimum graduate in any discipline having no 3rd class in academic background.
- Experience :** 6 months experience in related field is preferred.
- Skills :**
- Target driven & knack for sales
 - Good understanding about banking business.
 - Good communication skills.
- Additional Information:**
- Age not more than 45 years.
 - Workplace will be anywhere in the country for Head of Branch, Customer Service Managers/ Officers, Relationship Managers/ Officers, Direct Sales Executives.
 - Salary and Designation will depend on the experience and background of the selected candidates.
 - NRB bank deserve the rights of accept and reject any application without assigning any reason.