



# We're Hiring! Join our Team

Position:  
**Relationship Manager,  
Corporate Banking (2 Positions)**  
Location: **Head Office**



Qualified candidates MUST send their **CV & Cover Letter** attached with all **academic certificates**.

All applications MUST be sent electronically through:

Email: **recruitment.tanzania@ubagroup.com**

Email subject: **Application for RM CORPORATE BANKING - OCTOBER 2024**

**Deadline: 27th October 2024**



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### JOB OBJECTIVE (S)

To establish and maintain positive customer relationships through a bundle of new and existing products.

### DUTIES & RESPONSIBILITIES

- Maximize account profitability by selling other products and services to the bank's customers
- Drive collections in customer's account which will be used for FX and other businesses.
- Identify and develop conglomerates banking relationships
- Ensure proper documentation throughout the credit application and availment process
- Sourcing for and monitoring of customer's tenured investment or facilities.
- Respond promptly and satisfactorily to customer's daily request and complaints.
- Prepare weekly and monthly statistics/performance reports for management use.
- Monitoring of the customer's main account regularly
- Reconcile all transactions on customer's accounts where and when necessary.
- Initiate and carry out recovery action on non-performing credits facilities
- Maintain comprehensive database of the customers operational records including the existing and prospective customer data
- Perform other duties as assigned by the Head Corporate and Commercial banking.



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### KEY PERFORMANCE INDICATORS

- Actual Deposit growth against budget
- Achievement of PBT (profit) budget
- Timeliness in delivering revenue generation reports
- Number of Corporate accounts opened per annum
- Timeliness & effectiveness in completion of assigned tasks
- Efficiency level at executing scheduled and ad hoc assignments
- Effectiveness establishing new relationships
- Targets Assigned Vs Actual

### MINIMUM EDUCATION REQUIREMENTS

#### EDUCATION

- First degree in any field.
- Minimum of three (3) years cognate experience

#### EXPERIENCE

- Minimum 4years in Relationship Management/ Marketing experience;  
Credit Experience



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## KEY COMPETENCY REQUIREMENTS

### Knowledge

- Internal Processes and policies of the bank
- Good understanding of financial services sector
- Bank Products

### Skill/Competencies

- Interpersonal skills
- Advisory skill
- Strategic Thinking
- Relationship Management
- Negotiation & Analytical skill
- Product Development
- Leadership skill
- Selling & Marketing skill

Kindly note that,  
**only shortlisted candidates**  
will be **contacted!**



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