



1. Specialist; Financial Crime Controls (2 Position(s))

Job Location: Head Office, Hq

Job Purpose:

Ensure that financial crime risks in each stage of the customer lifecycle and in business processes are identified and understood and that appropriate controls are in place.

Work with key stakeholders to fully understand the nature of the bank's financial crime risk exposure and promote, embed and support an open and participative culture that champions proactive risk management, governance and control.

Main Responsibilities:

- Conduct alerts investigation on ML/TF/PF and sanction risks and escalate cases of suspicious activity
- Collect and document evidence on suspicious transactions.
- Conduct statistical analysis on alerts generation/clearance.
- Support the effective utilization and maintenance of transaction monitoring systems.
- Support the implementation of AML/CFT/CPF and Sanction framework and ensure compliance with laws, regulations and international standards.
- Provide AML/CFT/CPF and Sanction compliance advice to business functions and address day-to-day operational queries.
- Maintain productive relationships with stakeholders and escalate issues when necessary.
- Stay updated on AML/CFT/CPF and Sanction trends and their implications for the bank.
- Process and conclude cases allocated in a timely manner and within the agreed TATs whilst maintaining quality control / assurance results.
- Prepare regular MI for management and/or regulatory reporting.
- Monitor potentially suspicious patterns of activities and recommend changes to rules, parameters, and thresholds maintained within the transaction monitoring system to ensure its continued effectiveness.
- Implement transaction monitoring techniques to support identification of risks around money laundering, terrorism financing, economic sanctions, frauds and other financial crimes consistent with the bank's Financial Crime Compliance Risk Governance Framework.
- Understand the technical aspects of systems relevant to CDD, Client Risk Assessments, Name and Transactions Screening, Transactions Monitoring and Case Management.
- Develop close working relationships with business lines and other key groups, including Branch Network, Governance and Controls, Compliance Advisory, Zonal Compliance Specialists, Operations and Forensic teams.

- Ensure timely initiation of post investigation follow-up actions including heightened monitoring,

Knowledge and Skills:

- Good understanding and appreciation of financial crime risk management practices.
- Good knowledge and understanding of applicable regulatory requirements and banking laws.
- Expert knowledge of AML transaction monitoring systems, analytical and investigative processes and reporting requirements.
- Understanding of AML/CFT/CPF and Sanction regulatory requirements.
- Analytical skills and confidence in probing data, processes and interviewing stakeholders.
- Excellent oral and written communication skills – ability to present complex information clearly and concisely.
- Highly organized individual, with ability to multi-task.
- Proactive and creative approach to work, self-motivated and pragmatic.
- Sharp business acumen, including the ability to assess risks.
- Good skills in report writing and presentation.

Qualifications and Experience:

- Bachelor's degree in law/banking/business economics/finance or equivalent qualifications.
- Professional qualifications in financial crime compliance (e.g. CAMS / CFE) will be an added advantage.
- At least 2 years of experience in transaction monitoring, risk management, governance, compliance, financial crime compliance or any other related fields.
- Experience in designing and implementing programs, policies, and procedures that will ensure compliance with local and international standards and best practices.

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Only shortlisted candidates will be contacted

Job opening date : 12-Mar-2025

Job closing date : 26-Mar-2025

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2. Senior Specialist; Enterprise Architect (2 Position(s))

Job Location: Head Office, Hq

Job Purpose:

Leading the practice and introducing the overall technical vision for solutions that are intended to address specific business needs, requirements, or problems and to ensure successful implementation of the solutions.

Main Responsibilities:

- Play a leading role in setting the architecture and design for current /new emerging bank products and technological solutions.
- Ensure there is a clear system requirement (technical) for all products/solutions.
- Ensure sign-off of solution design or solution architecture.
- Review, interpret, and respond to detailed business requirements specifications to ensure alignment between customer expectations and current or future ICT capability.
- Provide accurate development effort estimates for solutions designed by vendors and internal development teams to assist project managers in project and resource planning.
- Conduct technical impact analysis of proposed application changes and new system design requests.
- Quality assurance that the work has been implemented by either external or internal developers is according to the technical design that was approved.
- Provide detailed system specification document, map business requirements to optimal systems requirements; produce detailed functional/configuration designs/specifications and data architecture to match solution design specifications
- Document application problems and areas of improvement by discussing and evaluating solutions, procedures and processes with the IT team.
- Validate results by testing programs with the Innovation lab and product owners/solution owners.
- Provide reference by writing documentation of all implemented products/solutions.
- Prepare Scrum artefacts including product backlog, spring backlog, and increments.
- Following the scrum methodology to ensure all digital initiatives are implemented in an agile manner and follow the framework pillars and values.
- Regular updating of the sprints documents to reflect the latest status and present the same to the scrum team and management.
- Assist with internal and external communication, improving transparency, and radiating information.
- Coordinate efforts/ activities of all scrum teams involved in each implementation.
- Coordinate System Administration training and hand-over of the system to the first-level support, ICT Service desk, and respective second-level support ICT unit.
- Coordinate User Acceptance Testing (UAT), training and reconciliation process with the respective product owner/business unit, Innovation Lab, and Customer Experience.

Knowledge and Skills:

- Advanced knowledge in software development practices and methodologies including agile/scrum, DevOps etc.

- Deep knowledge of various technology stacks including programming languages, UI frameworks, databases (SQL, NoSQL, master data management etc.), deployment pipelines, containers, caches, queueing, and messaging platforms, among others.
- Advanced knowledge in enterprise integrations and associated patterns.
- Good knowledge of services and APIs overall lifecycle and management
- Good knowledge of different architectural and design patterns applicable to complex and dynamic environments.
- Ability to work in dynamic conditions, and transition quickly between collaborative and individual work.
- Ability to develop prototypes that can guide the development team.
- Ability to establish and manage structures, processes and standards
- Strong planning, organization and documentation skills
- Excellent research, analytical, and problem-solving skills
- Excellent verbal and written communication skills with the ability to interact effectively with people at all levels
- Ability to act as a project driver, facilitating the achievement of required tasks with no or very minimum supervision.
- Business analysis skills

Qualifications and Experience:

- Bachelor's Degree in a relevant field in computer science
- TOGAF or ArchiMate certification is an added advantage
- Professional Scrum/Agile or project management certification is an added advantage
- Minimum 3-5 years of experience in designing and building software solutions/enterprise architecture/system analyst/scrum master
- Experience in IT projects or System Analyst in the finance/banking industry will be an added advantage
- Experience in leading teams as a technical lead/architect/scrum master in at least 5 projects of varying complexity and size.

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3. Senior Manager; Medium Enterprise (ME) (1 Position(s))

Job Location: Head Office, Hq

Job Purpose:

Responsible for growing both Assets & Liabilities (Deposits) of Medium Enterprise (MEs), advising the department on business strategy and guiding Relationship Managers/Relationship Officers in recruiting business customers to ensure Medium Enterprise growth.

Main Responsibilities:

- Driving sales of MEs loans (from TZS 500 mill. to TZS 3.0 Bill.) and deposits throughout the zone (covering Branches, Business Centre's, and Hubs)
- Appraisal of all MEs credit applications that warrant Senior Manager attention other than Relationship Managers/Relationship Officer; from the respective zones and provide recommendations for decision making.
- Take a leading role in guiding Relationship Managers/Relationship Officers in growing asset book and mobilizing deposits from ME segment
- Coordinate with Relationship/Business Managers to prepare appropriate financial structure for managing risks and realizing economic value (pricing)
- Advise the Head of Department on different strategies relating to Business Banking development and growth.
- Actively build capacity of Relationship Managers and Relationship Officers through on-going mentoring and support to encourage business growth and portfolio quality.
- Monitoring departmental budgets, ensuring RM and RO sales targets are achieved within reasonable timelines
- Preparing budget and projections for the zones managed. The budget to include the list of existing, prospective customers to benefit from loans and other cross-sell products
- Follow up with Relationship Managers/ Relationship Officers/Business Managers/Branch Managers for execution of potential pipelines (Asset & Liabilities) to become successful deals.
- Proactively engage with other stakeholders (credit/risk/operations) to ensure the ME portfolio is maintained to the highest standard.
- Monitor and evaluate business portfolio to ensure performance criteria (PAR & NPL levels) are maintained within the acceptable risk level.
- Represent NMB in all customer forums and ensure the best relationship between NMB and customers in the zones through networking and excellent service.

Knowledge and Skills:

- Excellent credit analytical skills
- Strong financial analysis skills
- Knowledge of the Tanzania banking sector environment
- Sound knowledge of Medium Enterprise markets and environments
- Good customer relationship and sound understanding of bank's loan products, policies, and procedures
- Conversant with standard computer applications (Excel, Word, and Access).
- Good communication with high proficiency in the use of (English and Kiswahili).
- Good business management, leadership, coaching, and team building skills.

Qualifications and Experience:

- Bachelor's degree in Finance, Accounting, Banking, Economics, and/or other relevant fields

- MBA will be an added advantage.
- At least 5 years' experience in Business Banking/Corporate Banking relationship management role out of which 3 years should be in a leadership role
- At least 6 years' experience in credit analysis

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4. Relationship Manager; SME (1 Position(s))

Job Location: Central Zone

Job Purpose:

Responsible for driving sales of assets and liabilities for SME businesses in the Central Zone; as well as onboarding of potential customers.

Main Responsibilities:

- Actively sell loans, deposit, and cross selling other banks products (Forex, Fund Transfer, Internet Banking etc.) to SME businesses.
- Onboard and appraise SME assets and provide recommendations for decision making.
- Advise the Senior Manager; Business Banking on all aspects relating to developing the commercial business (Asset & Liabilities)
- Take a leading role in driving SME sales, through positive customer relationships, networking, and relevant promotions via the branch network.
- Offer support and build capacity of Relationship Officers through on-going mentoring and engagement to ensure quality credit applications and business growth.
- Monitor and review the SME portfolio performance to ensure that targets are met.
- Review customer feedback, market intelligence, workshops/focus group reports and review product design and performance to establish if change, redesign or re-launch is appropriate.
- Co-ordinate budget objectives of the responsibility area for SME products to ensure targets are achieved as per approved budget.

- Ensure that customer satisfaction is achieved by providing accurate sales advice in line with customers' expectations.
- Prepare budget and projections for the SME product segment. The budget to include the list of existing, prospective and potential customers to benefit from loan and deposit products
- Perform other duties as may be directed or assigned by his/her line manager.

Knowledge and Skills:

- Good credit analysis skills.
- Good customer relationship and sound understanding of bank's loan products, policies, and procedures.
- Conversant with standard computer applications (Excel, Word and Access).
- Good communication skills with high proficiency in the use of both English and Kiswahili.
- Business management, leadership, coaching and team building skills.

Qualifications and Experience:

- Bachelor's degree in Finance, Accounting, Banking, or related fields.
- At least 5 years' experience in Relationship Management handling customers under Business & Commercial Banking
- Experience in Credit Analysis and Appraisal

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