

WE ARE Hiring

DUTY STATION: ARUSHA

VACANT POSITIONS:

Branch Manager – (1 Position)

Job summary: The Branch Manager oversees all operations of a bank branch, ensuring efficient customer service, compliance with regulations, and achievement of financial targets. They lead and motivate the branch team to drive sales, manage risks, and enhance customer relationships. The role requires strong leadership, financial acumen, analysis and a focus on both business development and operational excellence.

Skills and experience: Bachelor's degree in business management, banking and finance or related field from a recognized university. Three (3) years' experience in similar role or managerial position from Banking or financial institutions is preferred

Relationship Officers – SME (3 Positions) and Relationship Officer – Micro 1 Position

Job Summary: Relationship Officer – SME and Micro are responsible for managing and growing a portfolio of Small and Medium Enterprise clients by providing tailored financial solutions and maintaining strong customer relationships. The role involves identifying business opportunities, assessing credit needs, preparing loan proposals, and ensuring timely follow-up and service delivery. The officer works closely with clients to understand their business goals and align banking products accordingly. Strong knowledge of SME lending, risk assessment, and market trends is essential to drive portfolio growth and minimize credit risk.

Skills and experience: Bachelor's degree in business management, banking and finance or related field from a recognized university. Two (2) years' experience in similar roles from Banking or financial institutions is preferred

Bank Officers (Teller, Customer Service, Back Office, Agency Banking, Direct Sales agents – (11 Positions).

Job Summary: Bank officers are responsible for delivering high-quality customer service while performing teller and operational duties, handle day-to-day banking transactions, respond to customer inquiries, promote banking products and ensure compliance with internal policies and regulatory standards. This role requires accuracy, strong communication skills and a commitment to customer satisfaction and operational efficiency.

Skills and experience: Bachelor's degree from a recognized university. experience in similar roles from Banking or financial institutions is added advantage.

REMUNERATION:

All positions carry a competitive salary and packages commensurate with qualifications and experience to successful candidates



POINTS TO NOTE

- Maendeleo Bank Plc promotes inclusion workplace, therefore qualified women and people with disability are encouraged to apply.
- Please note that the Maendeleo Bank does not charge any fees at any stage of the application or recruitment process. Any requests for payment should be treated as fraudulent and do not reflect our Bank's best practices.

SEND YOUR CV TO:

Managing director: hr@maendeleobank.co.tz

APPLY BEFORE: 3RD OCTOBER 2025

 **0800 750 089**

 info@maendeleobank.co.tz

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