



# Vacancy Announcement



## Exciting Career Opportunity

Foreign Trade Bank of Cambodia (FTB) is the first commercial bank in Cambodia, a truly local bank trusted since 1979. FTB has been providing customers with safe and reliable banking services. With the vision to be the preferred commercial bank in Cambodia, we continue supporting customers to grow and prosper while offering stable and long term career opportunities for staff. As we are expanding the operation and building a high performing team to support our long-term sustainable growth, we are looking for highly motivated and qualified candidates to join with our “Employer of Choice Bank”

### VIP Relationship Executive (03 Positions based in Phnom Penh)

This role is responsible for acquiring and managing the clients to grow the bank’s business. This incumbent will build a thorough understanding of each client’s financial requirements and will focus on sales, retention and building deeper relationship with VIP clients.

#### Main Duties

- Meet with clients to promote and sell the Bank’s services.
- Process new account opening.
- Grow the business by creating effective referral networks.
- Identify and maintain good relationship with key person and influencer internal and external.
- Understand customer needs and cross-sale products.
- Ensure to offer highest quality of service in the VIP premises at all the time.
- Ensure that client requests and complaints are handled timely and accurately.
- Ensure compliance with the bank’s policies and procedures with accurate record .
- Work collaboratively with all relevant internal team members to offer highest service quality to customers.
- Maintain up-to-date knowledge about company products and services.
- Assist other where needed.

#### Skills/ Experiences

- Bachelor Degree in Banking, Management or related field.
- Minimum of one year in Marketing and Sale with Bank/MFI is preferable
- Strong customer service and result-oriented personality.
- Excellent negotiation and internal and external relationship building.
- Good organizational and time management skills
- A strong desire to work in a team and deal with challenge.
- English language proficiency, the Chinese language is a plus
- Computer literacy; in particular, Microsoft Word, Excel and Power Point

#### How to Apply:

Interested applicants, please send by email attached with a cover letter and your most updated CV (with current photo) to: [hr@ftbbank.com](mailto:hr@ftbbank.com) or submit the hard copy at Our Head Office, Building No. 33 C-D, Tchecoslovaquie Blvd (169), Sangkat Veal Vong, Khan 7Makara Phnom Penh. Only short-listed candidates will be contacted for interview.

More information, please kindly contact phone number: 081 666 597/081 666 535

☎ : 023 862 111

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Investing in the future