

## **VACANCY**

### **BUSINESS BANKER - SME - GAUTENG**

Applications for interested and suitably qualified candidates are invited in respect of the above vacancy.

#### **CORE PURPOSE OF THE JOB**

To market the Bank's Transactional Banking and International Banking suite of products and services and provides excellent service to customers.

#### **MAIN FUNCTIONS OF THE JOB**

##### **Sales and Marketing**

- Responsible for the growth in Transactional Banking balances.
- Promotes Transactional Banking and International Banking products and services.
- Responsible for new client Acquisition.
- Monitoring industry offering with regards to products, services and fees.
- Proactively monitors client's usage of Transactional Banking products and provides support on the usage of the product.
- Represents the Bank at various functions when required.
- Required to be part of roadshow initiatives.

##### **Client Relationship Management**

- Develops constructive and cooperative working relationship with clients and maintaining them over time.
- Checks and encourages transactional activity on accounts opened.
- Attends to Transactional Banking requests and queries.
- Provides excellent customer service.

##### **Administration**

- Oversees the administrative functions carried out by the Transactional Banking Administration assistants.
- Ensures Banks procedural guidelines are met.
- Collaborates with other departments.

- Ensures that the required Enhanced Due Diligence process is carried out for the respective clients by following the required process.

### **QUALIFICATIONS**

- A Bcom degree (advantage) or Relevant Qualifications in Business Management will be required in order to meet the requirements of the role at the highest level of competence.
- Financial Advisory and Intermediary Services Act (FAIS) compliant would be an advantage.

### **PREFERRED EXPERIENCE**

- Minimum of 5 years' experience within a financial services institution in a Sales position.
- General banking experience would be an advantage.

### **KNOWLEDGE**

- Full product knowledge of the Bank's Transactional banking suite of products
- Microsoft Office
- Banking Systems
- Docuware
- Consumer Protection Act (CPA)
- Financial Intelligent Centre Act (FICA) policies & procedures
- Knowledge of Bank's Policies and Procedures
- Fully conversant with the Bank's digital Transactional Banking offering
- Knowledge on International Banking

Al Baraka Bank is an Equal Opportunity Employer. Applicants from the previously disadvantaged groups and people with disabilities will be given preference.

Kindly forward your CV to [kameshini@albaraka.co.za](mailto:kameshini@albaraka.co.za)