



Teller

Closing date: 31st May 2019 | Apply to: job@sathapana.com.kh

Locations:

- Chi Pou Branch (01 Position)
- Tuk Meas Branch (01 Position)
- Svay Antor Branch (01 Position)
- Preah Netr Preah Branch (01 Position)
- Kampong Chrey (02 Positions)

Responsibilities

- Provide superior banking service by exhibiting a friendly and professional demeanor at all times
- Keep good communication and relationship with the team and others
- Understand bank products and respond appropriately to customer inquiries regarding product
- Understand Retail Banking policies and procedures for position and ensure compliance
- Ensure the accuracy and completeness of customer transaction recordings and postings
- Perform daily cash balancing and investigate for all any discrepancies
- Generate cross sales and referrals to generate new business and additional services
- Promote bank products and further establish business relationships
- Accept assignments as required to maintain adequate staffing levels throughout branch system
- Ensure all customer application forms and other related documents are adequate for daily operations
- Any ad-hoc work(s) assigned by supervisor, Deputy Branch Manager or/and Branch Manager

Qualifications

- Bachelor's degree in Accounting, Finance and Banking, or other related fields
- At least 1-year-experience in banking services and products from financial industries; banks, MFIs, and other MDIs, or fresh graduated are also encouraged to apply
- Good at both English and Computer Users
- Be welcoming, friendly, and patient

How to apply

- Interested candidates are encouraged to apply updated CVs to job@sathapana.com.kh or submit hard copies to any branches of Sathapana Bank
- For more information, please go to www.sathapana.com.kh or contact us via 096 958 7777