



Teller

Closing date: 30th June 2019 | Apply to: job@sathapana.com.kh

Locations

- Anlong Veang Branch (01 Position)

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