

# WE'RE HIRING

**AMK Microfinance Institution** is one of Cambodia's leading microfinance institutions, with coverage all over the country. AMK employs over 3,700 staff serving almost 1,000,000 clients in nearly 13,000 villages across Cambodia, 91% of all villages. We are looking for a talented and committed individual to join our diversified team, and offering attractive career prospects across branches and departments of our business.

A job at AMK is more than just a paycheck - we support our employees in their development and growth and help them explore their unique strengths.

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<b>Job Title</b>	:	<b>Relationship Manager, Deposit &amp; Service ( 01 Post )</b>
<b>Report To</b>	:	<b>Branch Manager</b>
<b>Location</b>	:	<b>Kampong Speu Branch</b>
<b>Closing Date</b>	:	<b>May 08, 2024</b>

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## Job Responsibilities:

- ▶ Contribute a development of product, selling and marketing strategies segment corporate and key individual and superior banking business to support the growth and advancement within the competitive industry.
- ▶ Build market network and conduct sale approaches to potential clients, particularly segments of Corporates and Key Individual Depositors with offering KHQR- UPI.
- ▶ Make appointment and conduct sale presentation to promote corporate and key individual and superior banking services to potential customers.
- ▶ Manage and build relationship with existing customers to maximize the cross-selling opportunities on all available financial products and services of the company.
- ▶ Identify the specific needs of customers and be responsible for servicing and dealing with corporate clients and key customers (superior clients) at the branch, including marketing activities, sale presentation, relationship and other administrative works.
- ▶ Make appointment and conduct sale presentation to promote payroll and payment service to potential customers.
- ▶ Contribute in customer referral or cross selling of other products if there is a need.
- ▶ Assist branch manager to distribute sales targets to sales team members and engage them to deliver outstanding performance for their own and high profitability for the branch.
- ▶ Help sales team build and maintain close relationships with prospects and clients
- ▶ Regularly monitor and evaluate, provide feedback, coach them to improve work performance,
- ▶ Keep up-to-date the competitors' information, including their products, services and other marketing activities.
- ▶ Prepare and properly manage client base, including management of sales pipeline report for branch manager
- ▶ Keep up-to-date with AMK's marketing activities, products & services, and its product and market proposition to ensure both new and existing customers could be well educated and leveraged as much as possible the opportunities to support their businesses.
- ▶ Manage Customer Relationship Supervisor (branch has had CRS) and Customer Relationship officer in the branch to understand business segmentation, account quality, coaching including to be role model to achieve the goal.

## Qualification and Experiences:

- ▶ Bachelor's Degree in relevant field
- ▶ At least 2-year experiences in banking, microfinance or other field of business operations, especially involving with segments of SMEs, commercial and high profile individual customers.
- ▶ Good relationship network, especially with segments of SME, commercial and high profile individual customers, is an advantage.
- ▶ High energy individual who can motivate staff and create business momentum
- ▶ Good communication in English (written and spoken)
- ▶ Good communication in Chinese is an advantage (written and spoken)
- ▶ Ability to work with cross functional teams
- ▶ Strong conceptualization and analytical skills
- ▶ Honesty and excellent interpersonal skills

## Benefits

<ul style="list-style-type: none"><li>▶ AMK provides a competitive salary package to the employees</li><li>▶ Salary increment rate every year</li><li>▶ Khmer new year bonus (100%)</li><li>▶ Pchum Ben bonus (Up to 50%)</li><li>▶ Retirement bonus (300%)</li><li>▶ AMK Pension fund (Up to 84%)</li><li>▶ Retention bonus (Up to 200%)</li><li>▶ Seniority payment (Backward &amp; Forward)</li><li>▶ Incentive (no cap based on performance)</li><li>▶ Uniform allowance</li><li>▶ Phone allowance</li></ul>	<ul style="list-style-type: none"><li>▶ Moto rental allowance</li><li>▶ Medical insurance including dependent (100% no limit) plus oversea treatment for staff</li><li>▶ Accident insurance 24/7days</li><li>▶ Birth delivery package (up to 2,400,000)</li><li>▶ Staff loan (lower rate at 2%)</li><li>▶ Annual leave 18 days per year</li><li>▶ Paid Sick leave &amp; maternity leave (up to 6 months)</li><li>▶ Capacity development and opportunity to promote per job requirement</li><li>▶ Working condition in accordance to the Cambodian Labor Law</li></ul>
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Interested candidates should apply by sending a CV and a cover letter to all AMK branches and Head Office, Building 285, Yothapol Khemarak Phoumin Blvd. (271), Sk. Tomnub Tuek, Kh.Boeng Keng Kang, Phnom Penh, Cambodia or [E-mail: job@amkcambodia.com](mailto:job@amkcambodia.com)

### Attachments:

- A copy of obtained certificates or confirm letter by the University
- A copy of national identification, family book, and certificate of birth
- For additional information, please contact at Tel: (023) 993 062 / (023) 224 763 or visiting website: [www.amkcambodia.com](http://www.amkcambodia.com)
- AMK is an equal opportunity employment. Qualified women and persons with disabilities are encouraged to apply.