

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.

Job Title	:	Head of Deposit and Services (01 Post)
Report to	:	Chief Business Officer
Location	:	Head Office
Closing Date	:	October 06, 2024

Job Responsibilities:

- ▶ Manage and Lead Deposit and Services Department for non-credit products in AMK's Deposit business.
- ▶ Create and achieve clear goals for numbers of depositor, MB subscriber, merchant and card payment, Payroll and Payment and value of customer Deposits, Transfer all payments for AMK.
- ▶ Work with other related departments to develop selling strategies and tactics for Deposit mobilization to make sure the designed products are well distributed to target customers.
- ▶ Work directly with superior and oversee desk Team, Head of Region and Branch Managers to ensure Deposit Operational Strategy is carefully coordinated, procedures are clear; staff are trained and motivated, etc.
- ▶ Lead and assist the deposit and services department and provide technical support to all relationship manager, deposit and service to achieve their goal with high level of customer satisfaction.
- ▶ Develop and coordinate training programs to build the skills of the superior and oversee desk Team, Relationship Supervisor, Relationship Manager, Deposit & Services and BMs in order to enhance their product and services knowledge.
- ▶ Engage with other departments to improve working process, marketing strategy, to support sale team for their productivity improvement.
- ▶ Collaborate with Product Development to modify/update existing Deposit products.
- ▶ Search for new potential customers to make presentation, and keep a good relationship between them, especially with the key account customers.
- ▶ Keep up-to-date the competitors' information, including their products, services and other marketing activities.
- ▶ Work with AMK Marketing Department and Branch Managers to ensure the successful launch of marketing campaign.
- ▶ Involve in risk identification and mitigation strategies as well as the implementation of those strategies to enable business growth at acceptable level.

Qualification and Experiences:

- ▶ Bachelor's Degree in Banking, Management, Business Administration, or Marketing.
- ▶ At least 3 years' experience in these area (banking/microfinance experience is preferred).
- ▶ Experience mobilizing savings is an advantage.
- ▶ Business line profit management responsibility.
- ▶ Strong leadership capabilities.
- ▶ High energy individual who can motivate staff and create business momentum.
- ▶ Very strong communication skills in English and Khmer (written and spoken).
- ▶ Ability to work with cross functional teams.
- ▶ Proven record of successful project delivery.
- ▶ Ability to construct business models and write business plans with financial projections.
- ▶ Strong conceptualization and analytical skills.
- ▶ Honesty and excellent interpersonal skills.

Benefits

<ul style="list-style-type: none">▶ AMK provides a competitive salary package to the employees▶ Salary increment rate every year▶ Khmer new year bonus (100%)▶ Pchum Ben bonus (Up to 50%)▶ Retirement bonus (300%)▶ AMK Pension fund (Up to 84%)▶ Retention bonus (Up to 200%)▶ Seniority payment (Backward & Forward)▶ Incentive (no cap base on performance)▶ Uniform allowance▶ Phone allowance	<ul style="list-style-type: none">▶ Moto rental allowance▶ Medical insurance including dependent (100% no limit) plus oversea treatment for staff▶ Accident insurance 24/7days▶ Birth delivery package (up to 2,400,000)▶ Staff loan (lower rate at 2%)▶ Annual leave 18 days per year▶ Paid Sick leave & maternity leave (up to 6 months)▶ Capacity development and opportunity to promote per job requirement▶ Working condition in accordance to the Cambodian Labor Law
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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. Chamkarmorn, Phnom Penh, Cambodia or E-mail: 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
- AMK is an equal opportunity employment. Qualified women and persons with disabilities are encouraged to apply.