



We're Hiring



Housing
Finance
Bank

Housing Finance Bank, a Commercial Bank and the leading provider of housing finance solutions with a vision to be the preferred consumer and business bank with a focus on housing finance, seeks professional, competent, experienced and dynamic individuals to fill the following positions;

Job Title: Business Banker - Branch

Department: Distribution Channels and Customer Experience

Reports to: Branch Manager

Grade: Assistant Senior Banking Officer

Direct Reports: None

Job Purpose: To grow and retain a quality portfolio of SME customers by providing financial services and solutions in line with Bank's strategy, policies and procedures as well as regulatory frameworks.

Key Results Areas

- a) Implement an operational plan to support the branch and the Bank's overall business growth strategies in line with set targets.
- b) Provide adequate and efficient relationship management to business and institutional clients, in terms of quick transaction turnaround and resolution of their queries/problems.
- c) Provide timely professional direction/advice on all business and institutional client matters within the Branch/Bank. In line with the Bank's policies and procedures
- d) Cross-sell new products and programs to your existing and new customers in line with the Bank's policies and procedures.
- e) Follow up on the end-to-end process for all account relationships opened and credit applications initiated to ensure a smooth deal flow whilst meeting / exceeding revenue targets in line with the Bank's policies and procedures.
- f) Compile relevant MIS on periodic basis to inform and support the actions of Management.
- g) Review and monitor the loan portfolio by active participation in branch credit committee meetings, to fully recover bank funds in line with the Bank's policies and procedures.
- h) Monitor and assess the progress of business and institutional clients within own portfolio by reviewing daily exception reports and discussing significant matters with the Branch Manager.
- i) Evaluate existing as well as new business and institutional products/ services and provide recommendations on ways to improve the effectiveness/ efficiency of the transactions related to the same.
- j) Comply with all reporting and record-keeping requirements as outlined by Branch Management, head office stakeholders and duly-mandated external parties to ensure compliance to internal and regulatory standards.

Knowledge, Skills and Abilities Required

a) Academic Qualifications

- A Bachelor's degree in Business Studies or a related field from a recognized university

b) Knowledge and Experience

- At least two years relationship management or sales experience in branch banking
- Good knowledge of the Business Banking value proposition.
- Sound knowledge of the bank's policies and procedures relating to all areas under his/her control.
- Good knowledge of bank policy regarding product criteria, pricing, charges and interest rates

b) Behavioural Competences

- Excellent inter-personal skills to enable interaction and the establishment of positive relationships with all Bank employees and support departments.
- Able to maintain professional internal and external relationships that meet the Bank's core values.
- Strong numeracy skills
- Business and financial advisory
- Credit and Financial Analysis
- Strong communication skill

Interested persons who meet the required specifications are invited to apply to:

The Ag. Head Human Resources

Housing Finance Bank

Plot 4 Wampewo Avenue

P. O. Box 1539, Kampala

Enclose a CV, copies of all academic transcripts, certificates and testimonials, daytime telephone contact, postal and email address of both applicant, and three competent referees to reach **not later than Thursday, 13th June ,2019 before 5:00pm.**

Only successful candidates will be contacted.

Housing Finance Bank is regulated by Bank of Uganda

Head Office: Investment House 4 Wampewo Avenue, Kololo P. O Box 1539 Kampala Tel: +256 414 259651/2
email:info@housingfinance.co.ug, www.housingfinance.co.ug