

EXECUTIVE – SME RECOVERIES

The job holder is responsible in drafting of Reschedulement papers in the SME - S stage 3 portfolio and to maximize recoveries / maintain the ratios as per the Bank's budgets / KPIs.

THE JOB

- Responsible for evaluation and drafting of rescheduling proposals of stage 3 SME S clients in all regions.
- Work closely with the respective Business Banking RM, Credit Officers and RRO's to understand the facility history to be incorporated to the papers.
- Be able to handle a large volume of Board Papers during a month in supporting the Recoveries Teams to negotiate/ maximize NPL recoveries.
- Possess a very high standard of proficiency in business writing to ensure accuracy of information provided (content/figures) on the Reschedulement Papers to enable correct decision making.
- Responsible in Identifying problematic cases proactively and provide amicable settlements options to avoid litigation time/cost.
- Ensure high levels of customer service orientation and application of bank's policy.
- To profile customers & develop an effective recovery/collection strategy.

THE PERSON:

- Full or part professional qualifications in the field of Banking or Diploma in Credit Management.
- Minimum 5 years' of overall banking experience out of which 3 years should be in lending units (Wholesale Banking/Business Banking, Credit etc.) with sound knowledge in credit evaluation, financial analysis and report writing.
- Demonstrate strong business acumen.
- Possess excellent business writing skills and ability to pay attention to detail and be accurate.
- Possess good analytical skills.
- Possess excellent interpersonal and communication skills.
- Be a good team player with the ability to work under pressure.

Please login to <https://www.ndbbank.com/careers> to apply on or before **5th September 2024**.



We will correspond only with the shortlisted applicants
"We are an equal opportunity Employer"

NDB bank

The future is banking on us

Vice President Human Resources