



Vacancy Announcement

Exciting Career Opportunity



Foreign Trade Bank of Cambodia (FTB) is the first commercial bank in Cambodia, a truly local bank trusted since 1979. FTB has been providing customers with safe and reliable banking services. With the vision to be the preferred commercial bank in Cambodia, we continue supporting customer to grow and prosper while offering stable and long term career opportunities for all staff. As we are expanding the operation and building a high performing team to support our long-term sustainable growth, we are looking for highly motivated and qualified candidates to join with our “Employer of Choice Bank”

Staff, Collection & Loan Recovery Unit (01 position based in Head Office, Phnom Penh)

This role working with Credit Department and FTB Branch. This role has prime responsibility for collect and solve all the problem between customers and Bank related to the debt payment.

Main Duties

- Report to management on customers' situation such as payment history, actual situation and the changing of customers to management in a timely manner Find a solution to the problem.
- Build a close relationship directly with branch manager and credit officer and help to solve the problem for late payment customers or other problems or other problems.
- Collect all customer's information from credit officers to monitor and control the situation and the changing of customers to find solution to prevent risk probability in a timely manner.
- To be responsible for resolving any debts that the loan officer is unable to resolve or debts that has not been paid for a long period in a highly efficient manner also in collaboration with the customer service officer and the branch manager if necessary.
- Must have a close relationship with local authorities to facilitate a smooth and peaceful debt settlement process.
- Provide timely feedback to the management team every time there is a dispute or any information that is not normal.
- Perform other duties as assigned by the management.

Skills/ Experiences

- Bachelor's degree in finance and banking, accounting or any relevant field.
- Minimum one or two years of working experiences relates to credit officer and legal in financial industry.
- Good problem solving, negotiation, interpersonal and convincing skills.
- Patience and understanding of emotions to deal with clients.
- Ability to use and communicate in both Khmer and English.
- Microsoft Office and Bank's software.
- Excellent organizing, recording and filing skills.
- Strong dedication to accuracy and efficiency.

How to Apply:

Interested applicants, please send by email attached with a cover letter and your most updated CV (with current photo) to: hr@ftb.com.kh or submit the hard copy at Our Head Office, Building No. 33 C-D, Tcheoslovaquie Blvd (169), Sangkat Veal Vong, Khan 7 Makara, Phnom Penh. Only short-listed candidates will be contacted for interview. More information, please kindly contact phone number: 081 666 597 /081 444 197



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