



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"

Senior Staff, Settlement II Unit (01 Position based in Head Office)

The Senior Staff, Settlement II Unit, will be responsible for monitoring and reconciling transactions across FTB's payment gateway channels. The role focuses on ensuring accurate and timely reconciliation and settlement, while providing effective customer service and operational support. The position requires a strong understanding of the reconciliation and settlement processes related to the Mobile App and all payment gateway channels, including the timely identification, investigation, and resolution of discrepancies.

Main Duties

- Oversea, reconcile, settle and record entries for all transactions associated with FTB channels, including Bakong, MPTU, Waste collection, RFT, Thai Cross Border and Wing.
- Settle billing to merchant following the supporting working file received from Digital Banking Department.
- Design flow and GL mapping based on the requirement from product owner to ensure compliance with accounting standard and correct accounting treatment.
- Monitor GLs of assets and liabilities under control of settlement II unit by daily/weekly/monthly and execute immediate investigation and resolution, if any discrepancies.
- Liaise, communicate and support internal auditors, external auditors and risk team, and make improvements if any improvement points are needed.
- Manage, resolve and adjust for erroneous transactions for the customers.
- Develop the end-to-end flows and processes of each project to ensure the controls are well built to prevent and detect errors/unusual transactions.
- Collaborate effectively with relevant stakeholders to resolve issues and support the implementation of new projects as needed.
- Perform other duties assigned by line manager.

Skill/Experiences

- Bachelor's degree in accounting, Finance, or a related field.
- At least 2-3 years of relevant experience in financial, accounting, or settlement in banking sector.
- Strong knowledge of accounting software and financial regulations.
- Advance Accounting concept.
- Understanding of bank operation.

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, Tchecoslovaquie Blvd(169), Sangkat Veal Vong, Khan 7Makara Phnom Penh. Only short-listed candidates will be contacted for interview.

More information, please kindly contact phone number: 081 666 597/081 444 179