



ធនាគារ ប៊ូយ៉ុង ខ្មែរ
BOOYOUNG KHMER BANK

Post: Various Position Urgent (Position based in Sihanoukville (City))

Description:

Booyoung Khmer Bank (BKB) is a licensed Commercial Bank operating in Cambodia since 2008. The main objective is to provide overall bank's services; especially, operation service and Loan service. We invite qualified and suitable candidates to apply for:

- 1. Credit Officer**
- 2. Teller**

1. Credit Officer

- Process all credit transactions
- Process credit analysis based on Credit Policy
- Process, collect and investigate documents for Credit Assessment
- Process and conduct credit review, property valuation and customer site visit for collateral
- Analyze credit data to gauge credit risk and provide recommendations to mitigate these risks, including a break-down of mitigation action plans for the respective Business units
- Prepare and arrange credit proposal to Credit Committee
- Follow up the existing loans and well communicate with existing and new customers.
- Promote bank products and services to existing and new customers
- Prepare loan report as required by supervisor and /or manager
- Be punctual and responsible
- Must perform other duties as assigned

Job Requirements:

- Degree in Finance and Banking or equivalent professional qualifications
- At least 2 years working experience in related field with the banking job
- Excellent communication, strongly organizational, creative, flexible and interpersonal skills
- Ability to work independently and as a team in an effective and efficient manner able to work under pressure and possess good time management skill
- Willing to travel to customers' site for collateral survey and valuation
- Self-Starter
- Computer Literacy in Microsoft (Word, Excel, Internet & Email)

2. Teller

- Manage cash transactions such as deposit, withdrawal, etc.
- Cross-selling bank products by answering inquiries, informing customers of new services and product promotions, and ascertaining customer's needs to support branch targets.
- Manage real/ physical cash
- Process foreign exchange
- Process operation transactions in Moneta Core Banking System
- Perform other tasks assigned by managers
- Be punctual and responsible

- Be honest

Job Requirements:

- Have experience with teller or money transfer
- Good in English with a high preferred ability to communicate in Chinese
- Strong analytical skills and ability to solve the problems
- Strongly organizational, interpersonal relationship, team player and good negotiation
- Computer Literacy in Microsoft (Word, Excel, Internet & E-mail)

How to Apply:

Interested candidate, please submit CV and Cover Letter with stating your expected salary by via email or office address below, no later than **6th September, 2025**. Only shortlist applicants will be contacted for interview.

Contact Details:

Address: Lot N^o 820,821,228 &229, Ekareach street, Phum Muoy, Sangkat Pir, Krong Preah Sihanouk, Preah Sihanouk Province, Cambodia.

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