

**WE ARE,
HIRING**
Join our Team

POSITION

Relationship Officer

Location: Dodoma Branch

HOW TO APPLY

Qualified candidates MUST send their **CV & Cover Letter** attached with all **academic certificates**.

All applications MUST be sent electronically through:

Email: **recruitment.tanzania@ubagroup.com**

Email subject: **RELATIONSHIP OFFICER AT DODOMA BRANCH: MARCH ,2023**

DEADLINE: 8th MARCH



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QUALIFICATION & EXPERIENCE

- First degree in any field.
- Three (3) to Five (5) years banking experience in retail sales

ROLES & RESPONSIBILITIES

- Prepare documentation on the creation of risk assets to increase business office profitability.
- Aggressively market the bank's products to ensure favorable market response and optimum build-up of revenue.
- Solicit and acquire customer relationships to improve deposit liability growth and mix.
- Ensure the reactivation of dormant accounts and relationships to improve deposit liability growth and profitability.
- Making calls and visiting business customers as well as attending meetings
- Implementing the delivery of marketing strategies and targets
- Processing data to produce accurate facts, figures, and reports;
- Facilitating, establishing and maintaining effective relationships with new and existing customers;
- Reactivating dormant customer relationships Any other duty that may be assigned by your supervisors



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KEY COMPETENCY REQUIREMENTS

Knowledge

- Must exhibit drive energy, aggression and passion for business development and acquisition.
- Must be technology savvy

Skill/Competencies

- Ability to evaluate needs of customers, and determine what products or service would best serve those needs.
- Interpersonal and communications skills.
- Selling and marketing skills.
- Must be self solution driven, proactive and have acceptable knowledge of the business environment.

REPORTING RELATIONSHIPS

Functionally Reports to: Branch Manager

Administratively Reports to: Branch Manager



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