



TITLE	Small and Medium Business Manager
TERM	Full time
LOCATION	Yerevan, RA
START DATE	ASAP
APPLICATION DEADLINE	21/04/2023
DURATION	Long-term with a three-month probation period

ID Bank CJSC is looking for a motivated candidate for the position of SME Business Manager who will be responsible for creating, maintaining and developing business relationships with both new and existing SME clients, determining their requirements, providing advice on all corporate products operating in the Bank and on selling services.

JOB RESPONSIBILITIES

- Attracting small and medium business clients,
- Database management to attract clients of small and medium businesses,
- Implementation of corporate sales of passive products,
- Implementation of corporate sales for active products,
- Serving and advising the current portfolio of SME clients,
- Calculation of the integral profitability for the SME clients (for example, taking into account the income received from the issued loan, transfers, POS-terminal, accounts, etc.),
- Fulfillment of requests from the credit register in accordance with internal and regulatory legal acts,
- Collection of financial data from SME clients, collection of a legal package, organization of collateral assessment, collection of other necessary information and a complete summary of the loan package and transfer to the appropriate employee of the loan department,
- Submission of loan applications for consideration to the relevant authority,
- Active interaction with other divisions of the bank in order to provide quality service to corporate clients and target indicators set by the Credit Department.

REQUIRED QUALIFICATIONS

- Higher education
- At least a 2-year experience in the banking system
- Knowledge of banking products and services
- Knowledge of banking legislation

- Computer knowledge
- Knowledge of languages
- Communication skills
- Cross selling skills
- General development
- Organization skills
- Ability to solve problems quickly and efficiently
- Ability to work effectively in a team
- Punctuality and sense of responsibility
- Knowledge of business ethics and their application

ADDITIONAL INFORMATION

After successful completion of the probation period, the Bank offers its employees a wide range of privileges, particularly, a comprehensive medical insurance package, a comprehensive bonus plan, a corporate package for sports club services, banking services on preferential terms, etc.

APPLICATION PROCEDURES

All interested candidates who meet the requirements above and are confident that their background and experience qualify them for this position, should send the filled-in application form attached to this announcement to: hr@idbank.am mentioning the position applied for in the subject line of the e-mail. Only short-listed candidates will be contacted.

ABOUT COMPANY

"ID Bank" CJSC was founded in 1990 as "Anelik Bank" Limited Liability Company and was renamed to "ID Bank" CJSC since 04.06.2018. The Bank's mission is to be the first choice Bank for the customers as the best innovative Bank providing the customers with personalized unique digital solutions. To learn more about the Bank, please visit: <https://www.idbank.am/>