

SBM is a leading financial services group in Mauritius, and is also present in India, Madagascar and Kenya. The Group has a customer base of more than 500,000, providing adapted financial solutions and supported by multi-channel capabilities. The strategy of the Group revolves around modernisation and diversification of its offering, expansion of its markets, and enhancement of capabilities, prominently regarding human capital.

Our employees – currently around 1,800 – are at the heart of our growth strategy. In our quest to be the employer of choice and a reference, we are laying increasing emphasis on developing and nurturing our talent pool. SBM aims to become a reference for creating talent for the world of tomorrow.



Open your door to success by joining our Banking operations in Seychelles:

Operations Officer (Ref 00/18)

Key Responsibilities:

- Assist the Officer in Charge in various aspects of branch management to ensure the efficient and effective operation of the branch
- Ensure smooth running of the branch unit through good cash management, ensuring good customer service, achieving the branch's target, catering for the welfare of the staff by complying to all policies and procedures and maintaining a high level of control within the branch
- Provide guidance and training to new employees to ensure their training is adequate and complete
- Ensure smooth functioning of the branch through operational and staff supervision
- Ensure that the branch unit is operating up to standards and is achieving set target
- Investigate and handle customer complaints
- Maintain and ensure adherence to safety and security issues, policies and procedures
- Ensure that branch building and are maintained properly
- Assume additional responsibilities as assigned

Qualifications, Experience & Skills:

- Diploma in Banking or related fields
- Minimum 5 years' proven experience with sound knowledge of branch operations
- Knowledge of local financial and banking regulations (Seychelles) will be an advantage
- Strong background in sales and business development
- Sound knowledge of banking practices, procedures and products
- Excellent relationship & customer service skills
- Effective management skills
- Excellent organizational skills and attention to detail
- Ability to handle multiple projects and meet deadlines

If you believe in taking new challenges, have the right mind-set and match the job profile, please specify the job position you are applying for and complete your online application form on www.sbmgroup.mu/vacancies (where the detailed job profile can be viewed) or alternatively send your application with full C.V. (quoting the reference as above on the top left-hand corner of the envelope) to: SBM Bank (Seychelles) Limited, P.O. Box 1474, Victoria, Mahé, Seychelles by Sunday, 30th September 2018.

We thank you for your interest and invite you to grow with us.

Kindly note:

All applications will be dealt with in strict confidence.

Application is valid for residents of Seychelles only.

The Group reserves the right to call only the best candidates for interview.

SBM reserves the right not to fill in this vacancy following this advertisement.

SBM is an equal Opportunity Employer.

One step in the right direction and a giant leap for your career.