

JUNIOR EXECUTIVE – HOME LOANS – RETAIL CREDIT

THE JOB

- Ensuring complete compliance of all Home loan applications with all applicable regulations, policies and operational guidelines both internal and external ,with zero violations and recommending applications to the approving level adhering to the agreed SLAs.
- Preparation of BNCC , Credit Appraisals & Offer Letters.
- Ensure the accuracy of the data input to the system at the data entry level.
- Update and follow-up pending documents related to Loan Approvals.
- Daily and monthly MIS reporting.
- Ensure complete compliance with all applicable regulations, policies and operational guidelines both internal and external, with zero violations.
- Identify process gaps and areas for improvement – Recommend new suggestions to the benefit of the credit approval process in order to increase the efficiencies.

THE PERSON

- Possess full / part qualifications in Banking / Credit Management or any other related field.
- Possess at least 2 years of experience in Banking.
- Possess excellent MS Office skills.
- Ability to read and understand financial reports and basic knowledge in markets and segments.

Please login to <https://www.ndbbank.com/careers> to apply on or before 13th June 2024

We will correspond only with the shortlisted applicants

"We are an equal opportunity Employer"



NDB bank

The future is banking on us

Vice President Human Resources