

# BUILD YOUR CAREER WITH CARGILLS BANK

## Cargills Cash

### Business Development Officers – Western Province

The job holder will be responsible for ensuring that agency Banking operations in Retail locations are carried out consistently and as per the required Quality & service levels to our Customers.

#### KEY RESPONSIBILITIES

- ✓ Conduct verification on operations to identify areas for improvement at Retail Centre
- ✓ Check sample of the banking transactions and evaluate service quality
- ✓ Ensure the availability and quality of banking services at each location
- ✓ Prepare reports for the Central Division on visit findings
- ✓ Coordinate with relevant teams to resolve operational issues
- ✓ Ensure all necessary banking documents are available at each location
- ✓ Identify and pursue new business opportunities for collection accounts

#### EXPERIENCE & QUALIFICATIONS

- ✓ Should have passed the G.C.E. O/Level examination
- ✓ At least 1 year of experience in Outlet Sales or Merchandising
- ✓ Strong communication and interpersonal skills
- ✓ Capable of working independently and as part of a team
- ✓ Basic proficiency in Microsoft Word, Excel & PowerPoint
- ✓ Should possess a valid driving license and Tech Savvy
- ✓ Willingness to travel all over the island
- ✓ Possess a valid driving license and a motorbike

Interested candidates are invited to forward their CVs to [career@cargillsbank.com](mailto:career@cargillsbank.com) mentioning applied for, in the subject line of the email on or before **31<sup>st</sup> August 2024**.

**Head of Human Resources**

**Cargills Bank PLC**

**No. 696, Galle Road, Colombo 03.**



[www.cargillsbank.com](http://www.cargillsbank.com) 0117 640 640

