

Job Opening

Job Title: Relationship Officer for Individuals
Division: Branch Network – Kavaja Branch
Reports to: Branch Manager

TIRANA BANK, one of the leading banks in Albania and member of Piraeus Bank Group is currently seeking to hire a dynamic and proactive **Relationship Officer for Individuals** to join Kavaja Branch.

Essential Duties/Responsibilities:

- Is responsible for development of business with individual customers in line with banks and branch objectives.
- Responsible for the management and development of his/ branch portfolio of clients.
- Responsible for the management of NPL of his portfolio.
- Is responsible for attracting new consumer Customers, overall management of Customers' relations and further penetration to local markets by identifying the Customer's needs and offering specific credit information on the most appropriate combination of products for each Customer.
- Promotes the image of the Bank within his own professional and social circle.
- Promotes Bank products and services and negotiates the terms on which they will be offered to Customers, within the permitted limits deriving from his position to secure cross – selling and up – selling.
- Is responsible for the effective presence of the branch in the local consumer banking market.
- Complies with the regulatory framework, whether this arises from rules and directives of the Bank of Albania or from the Bank's own circulars (banking confidentiality, money laundering, etc.).

Required experience:

- Minimum 3 years of experience in the banking sector, preferably in similar positions.

Required education:

- Bachelor's Degree in Economics or Business related field. A Masters' Degree will be an additional asset.

Required competencies / skills:

- Excellent communication and negotiation skills.
- Strong credit judgment with creative and flexible thinking.
- Ability to work under pressure and meet deadlines
- Fluent knowledge of English language in written and spoken
- Very good knowledge of Microsoft Office programs

Please send your CV in English with a recent photo until **July 24, 2017** to hr@tiranabank.al, by specifying the job position for which you are applying for.
Please note that only applicants, who fulfil the above mentioned criteria, will be contacted.

Your personal data, which are sent voluntarily as a response to this job vacancy announcement, are collected and processed, manually and/or electronically, by Tirana Bank SA, in order to evaluate your compatibility with this job vacancy, are accessed only by authorized persons of the Bank and will be stored until the finalization of the candidate selection process.

The subjects of personal data can exercise their rights as provided by Law No. 9887, dated on 10/03/2008 "For the Personal Data Protection", amended, at Tirana Bank SA, as well as at the Commissioner for the Right of Information and Protection of Personal Data.

Të dhënat tuaja personale, të cilat dergohen nga ju vullnetarisht si përgjigje ndaj kësaj shpallje për vend të lirë pune, mbliohen dhe përpunohen, manualisht dhe/ose elektronikisht, nga Banka Tirana sha, me qëllim vlerësimin e përshtatshmërisë tuaj për t'u punësuar në këtë vend pune, aksesohen vetëm nga persona të autorizuar të Bankës dhe do të ruhen deri në përfundim të procesit të përzgjedhjes së kandidatit fitues.

Subjektet e të dhënave personale, mund të ushtrojnë të drejtat e tyre sipas ligjit nr. 9887 dt. 10/03/2008 "Për Mbrojtjen e të Dhënave Personale", i ndryshuar, pranë Bankës Tirana sha, si dhe pranë Komisionerit për të Drejtën e Informimit dhe Mbrojtjen e të Dhënave Personale.