

# BANKING ASSOCIATES - SME COLLECTIONS & RECOVERIES

## THE JOB

Due to business expansion, NDB Bank is currently looking for entry-level Collections Associates on Contract Basis, for our SME Collections and Recoveries Unit. Collections Associates are required to use negotiation skills to recover delinquent payments whilst providing the best service to fulfill our clients' needs.

## THE PERSON

- Should be below 23 years of age and possess 2 passes at the G C E (A/L) in one sitting
- Ability to deal effectively and professionally in a rapidly changing and fast paced environment
- Must be highly motivated , with a superior level of initiative with strong negotiation skills
- Be a committed team player in achieving common business goals
- Should be courteous, patient, and solutions focused with customers
- Possess excellent listening and problem-solving skills
- Possess good communication skills

**Work experience in the relevant field & possessing a driving license will be an added advantage**

Please login to <https://www.ndbbank.com/careers> to apply on or before **01<sup>st</sup> December 2023**

We will correspond only with the shortlisted applicants  
"We are an equal opportunity Employer"



The future is banking on us

Vice President Human Resources