



Job Vacancy Announcement

AccessBank Liberia Limited, The Microfinance Bank, is seeking to recruit qualified individual as **Head of Deposit & Business Development Department of the Bank.**

ABL is a part of a growing chain of international banks. Its shareholders are multinational entities including AccessHolding AG of Germany- a joint stock holding company, International Finance Corporation (IFC) - the private sector arm of the World Bank Group; African Development Bank- a development bank which aims at promoting economic and social development in Africa; and European Investment Bank - the long-term lending bank of the European Union.

The Bank is a fully-fledged commercial bank, offering in a transparent, professional and sustainable way appropriate financial services to the Liberian population.

In general, the future employee is required to support the Bank in its deposit mobilization efforts by being responsible for the market development, product development and the deposit growth of the Bank. His/her overall contribution to the Bank's performance will be assessed based on the deposit mobilized or deposit growth attained by the Bank on a monthly basis.

Job title: Head, Deposit & Business Development Department

Key Responsibilities include but not limited to:

- Achieve the Bank deposit targets as determined by Management and approved by the Board.
- Provide support in analyzing the needs of the market in Liberia in terms of sale of deposit products of the Bank.
- Develop, implement and manage deposit strategies of the Bank.
- Work with and support the branch management teams to grow the branch deposit portfolios.
- Train, coach and supervise relationship officers, Branch corporate officers on effective client relationship management and deposit mobilization skills.
- Train, coach and supervise relationship officers in prospecting for new clients using new active and client engagement.
- Train, coach and supervise relationship officers on "One stop-shop approach" to banking the upper and middle income clients.
- Assess the performance of relationship officers on quarterly basis.
- Attend monthly performance review meetings to present business results of his/her department to the Management Team
- Supervise the Marketing desk of the Bank to develop relevant marketing/communication materials to increase awareness of the Bank's products and services.
- Perform any other responsibilities that may be assigned to him/her by the Banking Service Manager.

Level of Authorization

- Access to MIS and reporting tools and databases.
- Access to MyMBS®
- Access to credit and deposit information

Required Skills and Working Experience

- University Degree in Marketing, Mass Communication or Economics.
- A minimum of 5 years working experience with a commercial bank in Liberia preferably client relationship management role. Two of those years must have been spent either as a Senior relationship manager, Sales team leader, Branch manager or Manager in Retail department of a bank.
- Excellent knowledge and understanding of the market in Liberia with regards to sales of deposit products.
- Excellent knowledge and understanding of Microsoft Suite (especially MS Excel & PowerPoint)
- High sense of maturity, professionalism and honesty.
- Ability to work under pressure, meet business targets, deadlines and be prepared sometimes to be available beyond normal working hours.
- Analytical, critical thinking and complex problem solving skills.

If you are interested and fulfill the above mentioned requirements, please send your application, as well as your cover letters and CV including testimony of all relevant documents to the Human Resources Department, AccessBank Liberia, The Microfinance Bank, 20th Street Sinkor; Monrovia-Liberia or email us on hr@accessbank.com.lr

Closing date for the vacancy is **Friday, March 24, 2017 5:00p.m.**

Please note that only short-listed candidates will be contacted