



ICB ISLAMIC BANK LTD.

## JOB OPPORTUNITY

ICB Islamic Bank Limited, a multi-national Islamic shariah based Financial Institution majority owned by the Malaysian shareholders, invites applications from qualified sound dynamic professionals for following positions :

### POSITION : CUSTOMER SERVICE OFFICER

No of Vacancy : 50

Location : Dhaka, Chattogram, Barisal, Sylhet, Rajshahi, Jashore Division

### Job Context

This position is responsible to support and assist in running an effective and efficient operational part, enabling the businesses to focus as sales outlets and achieve individual monthly targets.

### Job Responsibility :

- Act as the single point of contact between the bank and customers.
- Effectively and efficiently handle the operational tasks of the Branch.
- Control and manage operational risk and ensure compliance with internal & external requirements.
- Achieve individual monthly targets.
- Building relationship with existing and new clients by ensuring proper services.
- Analyze and inspect the market accurately to enhance business growth.

### Employment Status

Full-time

### Educational Requirements

- Bachelor degree in any discipline
- Minimum Graduation level completed.
- Preferably in Commerce background with GPA 3 and above.

### Experience Requirements

- N/A

### Additional Requirements

- Age 22 to 28 year(s)
- Applicant must be energetic with pleasant personality.
- Well conversant in English and Bengali.
- Ability to work under pressure.
- Prior experience in Banking / NBFIs is an advantage.

If you believe that you are the right person for the above mentioned position by meeting the requirements, please submit in confidence with your updated Curriculum Vitae and recent one copy of passport size photograph **mentioning the position applied for on the subject** at: [recruitment.hrdho@gmail.com](mailto:recruitment.hrdho@gmail.com).

**Application Deadline: June 05, 2021**

- N.B.:**
- ICBIBL is an equal opportunity employer.
  - Only short listed candidates meeting the required criteria will be called for interview;
  - Any kind of persuasion will lead to immediate disqualification;
  - ICBIBL reserves the right to accept any or reject all applications without assigning any reason whatsoever.