

BE A PROUD MEMBER OF BANK ASIA FAMILY

www.bankasia-bd.com

Link the un-banked people to Bank Asia network

Bank Asia, on the verge of stepping forward its footprints in the golden gate of a decade of banking business excellence, intends to extend its business operation nationwide. Currently, www.prebd.com Alternative Delivery Channel (ADC) is looking for young, energetic, result oriented and self motivated persons who are willing to take challenges and interested to work for expanding its Operation.

Job Title:	Assistant Relationship Officer (ARO)
Type of Employment:	Contractual
Job Areas:	Call Center
Duty Station:	Dhaka

Core Responsibilities:

- Provide products and services information of Bank to customers.
- Manage large numbers of inbound, outbound calls and respond to customer's emails in a timely manner.
- Produce feedback to customer's complains on priority basis and capable to handle critical customer
- Recognize, document and alert the management team of trends in customer calls
- Reporting to team leaders/concerned supervisors for his/her regular activities.
- Others activities time to time as assigned by the supervisor/management.

Eligibilities:

- Graduation without any third division /class.
- Age must below 30 years as on June 30, 2021.
- Strong communication & interpersonal skills with pleasing personality.
- Must be proactive, self-motivated, able to work under pressure having ability to meet deadlines. www.prebd.com
- Strong monitoring skill and have capability to motivate customer.
- Must possess good command in both English & Bengali.
- Must have good persuasion & excellent presentation skill.

Compensation & Others:

- Consolidated Salary Tk. 25, 000 per month with other admissible benefits.
- Will have the opportunity to become permanent after 2 years based on the performance and HR policy.
- The employee will be absorbed through the competitive assessment based on the availability of the organizational requirement.

Prospective candidates are invited to submit applications along with updated CV and a copy of recent Passport size photograph to the following web link <https://www.bankasia-bd.com/about/career>.

Application Deadline
June 30, 2021

Only Short-listed candidates will be called for written test. Similar experience in Banking/Telco industry will be given preference. Bank Asia reserves the rights to accept or reject any application without explaining any reason whatsoever.

