

Junior Executive Account Officer

Wholesale Banking

The job holder will assist the Wholesale banking team as the Data Steward / Finance Business Partner in their daily and monthly work

THE JOB

- Owns the business group level data and ensures accuracy of data and coordinates with data creators to ensure accuracy
- Creates MI reports, business intelligence reports and disseminates as required or enables a self-service data dissemination model
- Develops and maintains strong working relationships with business leaders, finance and key stakeholders and "go-to-person" on all financial matters
- Works closely with the Data Analytics team to source required data and information for analysis
- Conducts monthly performance reviews with budget owners to review, enhance forecast accuracy
- Updates the data base of all customer call visits of Wholesale Banking and report monthly to VP to facilitate call planning, and keep records of monthly Stock Statements, Stock Inspections and Annual Financial Statements updated
- Analyze monthly cost breakup of CRIB, CAB and overhead breakup and provide detailed analysis with data available in coordination with Finance
- Monitor and prepare report on monthly NPL and Impairment figures for Wholesale Banking customers and share among Central Recoveries & CRD on monthly basis
- To monitor annual credit reviews of the respective Team's / RM's and report the position to VP / AVP - Wholesale Banking on a monthly basis.
- To assist in follow-up with all RM's for submission of quarterly reviews on a timely basis for watch listed customer base of Wholesale Banking.

THE PERSON

- Possess full qualification in Banking and / or any other related fields
- Possess around 5-6 years of banking experience
- Possess sound presentation and analytical skills
- Possess good communication and inter personal skills
- Possess excellent knowledge in MS excel
- Should be a committed team player and be able to work under pressure

Please login to <https://www.ndbbank.com/careers> to apply on or before **04th December 2023**

We will correspond only with the shortlisted applicants

Vice President Human Resources



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