



Job Title: RELATIONSHIP MANAGER CORPORATE BANKING

Reporting Relationships

- **Functionally reports to:** Head Corporate Banking
- **Administratively reports to:** Head Corporate Banking

Job objective(s)

- Build and maintain relationships with new and existing customers with the aim of selling the Bank's products the corporate companies

Duties & Responsibilities

- Maximize account profitability by selling other products and services to the banks customers
- Drive collections in customer's account which will be used for FX and other businesses.
- Identify and develop conglomerates banking relationships
- Ensure proper documentation throughout the credit application and availment process
- Sourcing for and monitoring of customer's tenured investment or facilities.
- Respond promptly and satisfactorily to customer's daily request and complaints.
- Prepare weekly and monthly statistics/performance reports for management use.
- Monitoring of the customer's main account regularly
- Reconcile all transactions on customer's accounts where and when necessary.
- Initiate and carry out recovery action on non-performing credits facilities
- Maintain comprehensive database of the customers operational records including the existing and prospective customer data
- Perform other duties as assigned by the Head Corporate banking.

Key Performance Indicators

- % of large corporate sector accounts controlled by UBA in the country
- Timeliness in delivering revenue generation reports
- Number of Corporate accounts opened per annum
- Timeliness & effectiveness in completion of assigned tasks
- Efficiency level at executing scheduled and ad hoc assignments
- Effectiveness establishing new relationships
- Targets Assigned Vs Actual

Minimum Education Qualifications

Education
Bachelors Degree



Experience

- Minimum 4 years in Relationship Management/ Sales experience; Credit Experience

Key Competency List

Knowledge

- Internal Processes and policies of the bank
- Good understanding of financial services sector
- Bank Products
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Skill/Competencies

- Interpersonal skills
- Advisory skill
- Strategic Thinking
- Relationship Management
- Negotiation & Analytical skill
- Product Development
- Leadership skill
- Selling & Marketing skill