

WE'RE HIRING

AMK Microfinance Institution is one of Cambodia's leading microfinance institutions, with coverage all over the country. AMK employs over 3,500 staff serving almost 1,000,000 clients in nearly 13,000 villages across Cambodia, 91% of all villages. We are looking for a talented and committed individual to join our diversified team, and offering attractive career prospects across branches and departments of our business.

A job at AMK is more than just a paycheck - we support our employees in their development and growth and help them explore their unique strengths.

Job Title : SME Loan Executive (34 Posts)
Report To : SME Manager
Closing Date : 27-Sep-2022

No	Location	#Post	No	Location	#Post
1	Bati	1	10	Kratie	1
2	Kampong Cham	1	11	Muk Kampuol	2
3	Kampong Chhnang	1	12	Oddar Meanchey	4
4	Kampong Speu	2	13	Pailin	2
5	Kampong Thom	1	14	Preah Vihear	2
6	Kong Pisei	2	15	Pursat	4
7	Kampot	1	16	Skun	1
8	Kandal	4	17	Svay Rieng	1
9	Kien Svay	3	18	Stoeng Treng	1

Job Responsibilities:

- ▶ Promote SME products to target clients (focus on Entrepreneurs, Retailer, seller ...)
- ▶ Assessment and disbursement Loan
- ▶ Follow up and maintenance loan quality
- ▶ Prepare loan projection plan and monthly disburse plan with approval by SME Manager
- ▶ Maintenance loan quality
- ▶ Follow up and solve problem then report to SME Manager
- ▶ Liaison with the local authority in initiating promotion and loan problem settlement
- ▶ Performs other duties as required by SME Manager

Qualification and Experiences:

- ▶ At least study in 4 years at university in Economics, Banking & Finance, or related fields
- ▶ At least two years' experiences in credit officer position at MFI or bank.
- ▶ Objectivity, sound judgment and problem-solving skills
- ▶ Planning and organizing skills and ability to work under pressure
- ▶ Adequate knowledge on credit and loan policies and methodologies
- ▶ Willing to drive and work at the field
- ▶ Good computer skills
- ▶ Working knowledge of English
- ▶ High motivation and ability to work without supervision
- ▶ Good interpersonal and team work skill

Benefits

<ul style="list-style-type: none">▶ AMK provides a competitive salary package to the employees▶ Salary increment rate every year▶ Khmer new year bonus▶ Phchum Ben bonus▶ Retirement bonus▶ Staff incentive▶ Staff pension fund▶ Staff retention bonus▶ 100% medical insurance for employee's spouse and children for local treatment▶ Staff accident insurance 24/7days	<ul style="list-style-type: none">▶ Staff loan for education purpose with only 2% interest rate per year▶ Staff housing loan with only 5% interest rate per year▶ Allowance for employee and spouse who given birth to the baby▶ Annual leave 18 days per year▶ Staff capacity development and opportunity to promote per job requirement▶ Staff seniority payment▶ Working condition in accordance to the Cambodian Labor Law▶ Staff overseas treatment
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Interested candidates should apply by sending a CV and a cover letter to: AMK branch and sub-branch offices or Head Office, Building 285, Yothapol Khemarak Phoumin Blvd. (271), Sk. Tomnub Tuek, Kh.Boeng Keng Kang, Phnom Penh, Cambodia or E-mail: job@amkcambodia.com

Attachments:

- A copy of obtained certificates or confirm letter by the University
- A copy of national identification, family book, and certificate of birth
- For additional information, please contact at Tel: (023) 993 062 / (023) 224 763 or visiting website: www.amkcambodia.com
- AMK is an equal opportunity employment. Qualified women and persons with disabilities are encouraged to apply.