

**Company Background:**

DGB Bank is a licensed commercial bank in Cambodia and a member of DGB Financial Group in Korea listed on Korea Stock Exchange. Candidates meeting the following conditions are kindly invited for interview to join the Bank.

**Job Title: Senior Remittance Officer.**  
**Base in Phnom Penh, Head Office**

**Responsibilities:**

- Checking on the daily customer's transaction of Remittance Services including RFT, FAST, and Bakong.
- Monitoring on the daily operational processes of Remittance Services including RFT, FAST, and Bakong.
- Performing on daily reconciliations of Nostro and Vostro Accounts.
- Assisting manager for designation the procedure and processing flow of Remittance Services.
- Assisting manager for processing improvement in the quality scores of remittance service and adherence to remittance requirement with ongoing process system change and carrying out UAT enhancement.
- Providing prompt response of any inquiry to related correspondent banks/department/unit.
- Supporting branches on posting of remittance's transaction in Core Banking System.
- Checking the suspicious transactions and reporting to line manager.
- Providing training to relevant unit/branches in relation to Remittance Services.
- Handling customer's complaint and providing excellent solution/response to the customers.
- Cooperating with related department/unit to make sure smoothly operating and efficiency on remittance services.
- Handling other tasks assigned by management.

**Requirements:**

- At least 2-4 years' experiences in banking industry
- Strong knowledge and experience of remittances and bank reconciliation
- Professional skill in Microsoft Excel and Advanced Excel is a plus.
- Initiative, flexible and good interpersonal skills
- Good in, communicating writing and speaking English skills
- Honesty, high commitment, hard-working and able to work under pressure.

**Remunerations:**

Competitive salary with benefit packages, including two months bonus of basic salary, lunch allowance, insurance, uniform, etc.

**How to apply:**

CV with Cover letter to the following address: N° 689B, Kampuchekrom Blvd., Sangkat Teuk Laak I, Khan Toul Kork, Phnom Penh, Cambodia. Tel: 023 999 990, Email: [hr@dgbcambodia.com](mailto:hr@dgbcambodia.com) Only short-listed candidates will be invited for interview.

