



**KentBank d.d.** a modern universal Bank, with focus on the clients' needs, offering to the clients 15 Branches all over Croatia, has a vacancy for:

## **Branch Director - Varaždin (m/ž)**

### **JOB DESCRIPTION**

Independent performance of complex and demanding tasks, managing the overall business relationship with clients in accordance with the Bank's acts, without direct supervision, in accordance with the general direction in relation to individually determined goals. Using one's own independent judgment, solving problems independently and making decisions within the defined policies.

Providing guidelines for performing business, coordinating and supervising members of the retail as well as the legal entities sales teams, in completion of tasks and implementation of the sales plans.

### **Your main tasks:**

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- To ensure a systematic management of the Branch activities (retail / legal entities);
- Defining sales plans of team members, and monitoring its implementation;
- Coordination of the implementation of commercial campaigns and sales activities in accordance with the adopted sales plan;
- Acquisition of clients and sale of banking products and services;
- To establish, manage and develop business relationships with clients within the Branch area;
- Development of operational business plans for the Branch, as well as reports;
- Providing quality service and product offerings for retail clients as well as legal entities;
- Monitoring the quality of the team members' portfolio as well as assigning new clients to the portfolio;
- Providing support to the sales staff in the team in order to achieve the sales plan;
- Monitoring the quality of service and initiating activities to improve the quality of service;
- Daily definition and monitoring of sales activities of team members;
- Authorization of transactions and credit approvals in accordance with the Bank's acts;
- Monitoring and taking measures related to the collection activities in accordance with collection procedures;
- Credit risk management of all placements within the Branch portfolio;
- Responsibility for selecting, developing and monitoring the work of employees in the branch

### **Your profile:**

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- University degree (Economics/Technical studies or similar);
- Experience in sales of banking products and services (retail / legal entities);

- Experience in people management;
- Good knowledge of English (spoken and written);
- MS office, Word, Excel;
- Sales oriented, dynamic
- Excellent knowledge of market situation and business possibilities in the area of the Branch and its surroundings;
- Driving license (B) – active driver;
- Skills: managerial skills (ability to communicate at all levels, ability to motivate, control, delegate, plan, coach and develop employees); leadership skills (ability to create and communicate vision as well as to create and implement strategy in a clear and understandable manner)

### **We are offering:**

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- Permanent Employment contract;
- Work in a professional and motivated team;
- Stimulative and dynamic environment;
- Possibility for personal development;

If you are interested in the announced job vacancy, send your CV no later than **27.11.2020.** to the e-mail address: **zaposlenje@kentbank.hr** with the job title in the subject of the mail. Only shortlisted candidates will be contacted. By submitting the application, you give your consent to the processing of your personal data for the purpose of conducting this selection procedure by KentBank d.d. More information about the data we collect and process during the selection process, the period of their retention and your rights can be found in the Privacy Statement for job applicants published on our website ([www.kentbank.hr](http://www.kentbank.hr)).