

VACANCY

The Development Bank of Jamaica (DBJ) invites applications from suitably qualified persons for the position of:

RELATIONSHIP EXECUTIVE

INTERMEDIARY RELATIONSHIPS
(In the Channels, Relationships & Marketing Division)

The position assists in growing the Bank's Lending portfolios and utilization of its financing and capacity building products & services by Intermediary Institutions through relationship building and channel management.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Develop and implement lead generation and conversion objectives and strategies necessary to increase loans and other opportunities on assigned portfolio.
- Continually build relationships with existing and potential Stakeholders (Intermediaries, Borrowers, etc,) and provide advice and support regarding the Bank's products and services.
- Assist in the coordination and execution of the division's marketing activities – including but not limited to, participation in Trade shows, Expositions, etc; to support and drive portfolio growth.
- Develop and execute schedule of activities with intermediaries, sector groups and sub-borrowers (presentations, cold calls, meetings, exhibitions), and report on the outcome of interventions.
- Conduct training sessions with intermediary representatives to ensure they are updated and knowledgeable about DBJ's products and compliance requirements.

The required **minimum qualifications**, experiences and attributes are:

- BSc in Management Studies, Marketing or equivalent professional qualification.
- Project Management Certification would be an asset.
- Strong analytical, negotiating and interpersonal skills.
- Excellent presentation skills with the ability to interact comfortably and effectively at all levels.
- A good understanding of the local financing ecosystem and the environment as it relates to SMEs and Entrepreneurship.
- Must be self-motivated, results-oriented with track record in Portfolio Management.
- Sound knowledge of MS suite of products particularly – Excel, PowerPoint & Word.
- A **minimum** of three (3) years practical **related** experience in the financial industry.

Qualified applicants are invited to submit their application **by 14th June 2021:**

RELATIONSHIP EXECUTIVE
(E-mail: mail@dbankjm.com)