



Corporate HQ, Dhaka  
HRC Bhaban, 46 Kawran Bazar C.A., Dhaka-1215

- Job Title** : **Head of SME Division (SVP to EVP)**
- Position Summary** : This position will drive the SME Business to achieve and exceed Business goals (profit, deposit, advance) through dynamic business growth strategy and vigilant relationship management within SME Market segment that is aligned with the overall Bank's mission.
- Job Responsibilities** :
- Lead SME Banking Division of OBPLC and ensure effective coordination with the branches to boost up Small Medium Enterprises (SME) client base.
  - Drive branches and business units for sustainable growth and acquisition of new customers for the SME banking through creation, development and maintenance of high quality relationship.
  - Target the SME accounts through a unique sales methodology that meets the commercial banking and wealth management needs of the customers.
  - Monitor proper utilization of credit facilities in SME accounts and maintain the quality of risk assets and ensure periodic review of the facilities.
  - Monitor Non Performing SME loans of the Bank and decide on appropriate strategies and plan for re-structuring/recovery.
  - Implement the policy, guidelines, and circular of Bangladesh Bank as to SME Banking.
  - Ensure compliance with internal policies and procedures and regulatory requirements with Bangladesh Bank.
  - Coordinate with other divisions/branches when required.
  - Prepare and submit reports related to SME business.
  - Visit SME customers to understand their business, investment viability, customers' credit-worthiness etc.
- Experience** : 10-12 years of Banking experience including 5 (five) years in the SME Division of a Private Commercial Bank
- Educational Qualifications** : Masters/Post Graduation preferred from any recognized university
- Salary** : Negotiable
- Benefits** : Car Loan, Home Loan, Furniture Loan (As per policy and respective grades)
- Reporting to** : Head of Business
- Age** : Not Applicable
- Region** : Dhaka

Please email your updated CV to [hrd@onebank.com.bd](mailto:hrd@onebank.com.bd) or send it to **Human Resources Division, ONE Bank PLC, Corporate HQ, 46, HRC Bhaban, Kawran Bazar C.A., Dhaka-1215**