

United Arab Emirates Jobs Expertini®

Customer Relationship Officer

[Apply Now](#)

Company: Abu Dhabi Islamic Bank PJSC

Location: united arab emirates

Category: other-general

RESPONSIBILITIES:

Deposit account documentation.

Handle inquiries related to deposit accounts. Opening and closing of deposit accounts, ensure proper completion of forms, observe KYC policies and CB instructions.

Finance account documentation.

Handle inquiries related to finance and covered cards, proper maintenance of customer files, prepare finance applications and obtain necessary approvals, input of data in the system, ensure proper completion of forms.

Sales-Management of service delivery.

Sell and cross sell ADIB's products and promote ADIB's image

Staff Management and coordination.

Management of subordinates, plan their training and appraisal.

Perform other task specified by Management.

Results Required

Achieving Monthly Budget - Provide support to CRM to prepare the comments for budget variance on achievement of branch sale of financial product targets.

Continuous Improvement – Assist CRM to Recommend work flow changes leading to process improvements to the branch manager at least once a year

Internal Audit & ICD Comments - Provide support to CRM in preparing detailed responses to internal audit and ICD comments relating financial products and financial customer services.

Compliance of policies & procedures – Comply and perform Key operational controls as required in ADIB's polices & procedures in day to day operations.

Specialist Skills / Technical Knowledge Required for this role:

Broad knowledge of ADIB's Retail Banking financial products & services

Thorough knowledge of ADIB's Retail Credit & Operational Policies & Procedures

Good Knowledge of UAE banking practices , regulations & risks

Thorough Knowledge of all the Regulations issued by Central Bank of UAE

General awareness of competitors in the local market

Fair knowledge of service standards

Training skills

Sales skills

Management Information skills

#J-18808-Ljbffr

[Apply Now](#)

Cross References and Citations:

1. Customer Relationship Officer Trademethejobs Jobs united arab emirates Trademethejobs ↗
2. Customer Relationship Officer Greecejobs Jobs united arab emiratesGreecejobs ↗
3. Customer Relationship Officer HongkongjobsJobs united arab emiratesHongkongjobs ↗
4. Customer Relationship Officer Pediatricjobsnearme Jobs united arab emirates Pediatricjobsnearme ↗
5. Customer Relationship Officer Logisticsjobs Jobs united arab emiratesLogisticsjobs ↗
6. Customer Relationship Officer PolicejobsJobs united arab emiratesPolicejobs↗
7. Customer Relationship Officer EnforcementjobsJobs united arab emirates Enforcementjobs↗
8. Customer Relationship Officer Germanyjobs Jobs united arab emiratesGermanyjobs ↗
9. Customer Relationship Officer Argentinajobs Jobs united arab emiratesArgentinajobs ↗
10. Customer Relationship Officer Clerkjobs Jobs united arab emiratesClerkjobs ↗
11. Customer Relationship Officer HungaryjobsJobs united arab emiratesHungaryjobs↗
12. Customer Relationship Officer Clerkjobs Jobs united arab emiratesClerkjobs ↗
13. Customer Relationship Officer Veterinaryjobs Jobs united arab emiratesVeterinaryjobs ↗
14. Customer Relationship Officer Aucklandjobs Jobs united arab emiratesAucklandjobs ↗
15. Customer Relationship Officer Londoncareerhub Jobs united arab emirates Londoncareerhub ↗
16. Customer Relationship Officer Directorjobs Jobs united arab emiratesDirectorjobs ↗
17. Customer Relationship Officer Videoplatformjoblistings Jobs united arab emirates Videoplatformjoblistings ↗
18. Customer Relationship Officer Mediajobs Jobs united arab emiratesMediajobs ↗
19. Customer relationship officer Jobs United arab emirates ↗
20. AMP Version of Customer relationship officer ↗
21. Customer relationship officer United arab emirates Jobs ↗
22. Customer relationship officer Jobs United arab emirates ↗
23. Customer relationship officer Job Search ↗

24. **Customer relationship officer Search** ↗

25. **Customer relationship officer Find Jobs** ↗

Source: <https://ae.expertini.com/jobs/job/customer-relationship-officer-united-arab-emirates-abu-dhabi-islamic-ba-1968-29220/>

Generated on: 2024-05-01 by Expertini.Com