

# United Arab Emirates Jobs Expertini®

**Director- Contracting – UAE National Only Jobs in Abu Dhabi | First Abu Dhabi Bank**

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Company: First Abu Dhabi Bank

Location: abu dhabi

Category: other-general

Director- Contracting – UAE National Only Jobs in Abu Dhabi | First Abu Dhabi Bank

Responsibilities: Provide continuous support to clients in order to satisfy their daily transactional requirements, enquiries, and documentation needs. Follow-up with other sub-departments/ departments on credit/ facility requests to ensure clients' requests are met on-time. Assist the line manager in making calls to clients and following up with them on the services provided by FAB and any other requirements as directed by the line manager/ Business Head, in order to build capability of the segment. Review facility documents, and follow-up with clients to ensure that they submit renewed or missing documents on-time. Convey potential client targeting to Business Heads while providing them with clients' needs. Conduct due-diligence for business, financial and credit assessments/ appraisals and pass them for approval. Be actively involved in improving internal processes and contribute to continuous enhancements whether manual or online (e.g. processes that lead to shortening of turn around times by various depts such as CAD, Credit etc) Actively contribute to strategic initiatives such as drafting the weekly Contracting Intel, Contracting Strategy etc Introduce New-To-Bank relationships that generate incremental revenues Contribute to preparing and consolidating reports such as the Business Pipeline and Group Account Plans #J-18808-Ljbffr

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