



National
PC Bank

“Committed to Growth & Development”

Branch Manager



Browns Town Branch

Job Summary:

The Branch Manager is responsible for managing the daily operations of the Anchovy Branch. This includes oversight of customer service, finance, administration, loans, and investment growth as well as staffing. The successful candidate will be committed to maintaining high ethical standards and ensuring full compliance with company policies and regulatory frameworks. In addition, you will lead the marketing efforts for our financial products and services and implement initiatives to grow our loans and savings portfolios.

Key Responsibilities

Operations Management:

- Oversee daily branch operations, ensuring seamless delivery of customer service, finance, administration, and staffing functions.
- Manage and monitor the branch’s performance in areas including loans and investment growth.

Compliance & Ethics:

- Ensure adherence to high ethical standards and full compliance with company policies, procedures, and the regulatory framework.

Marketing & Growth Initiatives:

- Coordinate and lead marketing efforts for the bank’s financial products and services.
- Undertake strategic initiatives aimed at growing the loans and savings portfolios.

Team Leadership:

- Supervise, coach, and develop branch staff to maximize productivity and enhance customer satisfaction.
- Perform other duties as required to support branch operations.

Qualifications

- Bachelor’s degree in Business, Finance, or a related field (Master’s degree preferred).
- Experience in banking or financial management, with a strong background in branch operations, sales, and customer service is an asset.
- Proven leadership skills with experience in staff supervision and performance management.
- Excellent communication, analytical, and problem-solving skills.
- In-depth knowledge of banking regulations and a commitment to ethical practices.

How to Apply:

Keep in mind Only shortlisted applicants will be contacted, Also add the location and position as the subject of the email, send us your application and resume and email it to:

The Human Resource Manager, National People’s Co-operative Bank, Lot 19 Nashville
Subdivision, Mandeville P.O. Manchester

Email to: hrd6778899@gmail.com.

Additional information can be found on the website under the careers section.