

Relationship Officer

CrediaBank, is looking for a **Relationship Officer** to join our dynamic team.

Job details

Job type: Full-time

Location: Heraklion, Crete Greece

Apply via email to: recruitment@crediabank.com

About the job

Supports Senior Relationship Managers & Relationship Managers in the development and completion of the sale of corporate banking products and services, assessing the customer's creditworthiness, according to the scope of the Unit's activity, as well as in promoting the commercial objectives of the Business Center or the Investment Banking Unit, through maintaining good working relationships with customers, analyzing needs, formulating appropriate proposals, collecting the required documents/evidence and relevant entries in the Bank's systems, adhering to policies and procedures.

Responsibilities

Supports Senior Relationship Managers & Relationship Managers in the following:

- preparation of financial analyses, submission of credit recommendations to the relevant levels, adhering to the bank's credit policy.
- monitoring the business banking market & competition.
- execution of an action plan for developing new business banking clientele & promoting business banking products/services.
- execution of a plan for maintaining existing desired clientele & promoting additional business banking products/services.
- cooperation with relevant units in the context of developing & promoting business banking products/services.
- collection of required documents/substantiation and relevant entries in the bank's systems.
- ensuring implementation of procedures & bank policy framework at unit level.
- management of relationships with key stakeholders at unit level.
- ensuring continuous compliance with the legal and regulatory framework governing the operation of the bank and the group and ensuring the timely identification and management of risks and findings associated with the unit's activities, in accordance with their scope of responsibility/competence.

Qualifications

- Bachelor's degree from a higher education institution, preferably in the sciences or economics.
- Master's degree (desirable) in business administration, finance or another related field.
- Very good verbal and written knowledge of Greek and English.

- Very good knowledge of Microsoft Office and excellent knowledge of Excel (financial modelling, etc.).
- Knowledge of corporate finance
- Portfolio analysis skills
- Product and market knowledge
- Analytical thinking and problem-solving skills
- Time management and prioritization skills under pressure
- Communication and active listening skills
- Ability to work effectively with diverse teams of colleagues
- Flexibility & adaptability in a constantly evolving work environment

CrediaBank was created through the merger of Attica Bank and the former Pancretia Bank, and is the 5th largest bank in Greece in terms of assets. It is a modern banking institution with a network of 65 branches and 5 business centers across the country, serving approximately 300,000 individuals and businesses with a wide portfolio of deposit, investment, and insurance products, mutual funds, loans, and brokerage services. Customer service is a top priority for CrediaBank, which is why it is the only bank that welcomes customers both with and without appointments, offers cashier services available throughout the day, and operates with extended hours through the CrediaConnect service. CrediaBank operates as a credit institution supervised by the Bank of Greece, strictly applying both European and national regulatory frameworks governing the operation of banks. More information about the Bank is available on our website www.crediabank.com

We respect your personal data

CrediaBank, taking into account that the personal data of candidate employees is of great importance, informs you in accordance with Regulation (EU) 2016/679 and the relevant provisions of the applicable Greek legislation for the protection of personal data, in its capacity as controller of the type of personal data it collects, the reason they are collected and processed and how long they are retained [here](#).

Equal Opportunity Employer

CrediaBank believes that its strength lies in its people and promotes a safe, dignified and inclusive working environment with zero tolerance for any form of discrimination, violence or harassment. We review all applications with equality, transparency and respect for human rights.