

MT/Associate RM - Large Corporates

Job Posted by Kalpana Jha | May 10, 2022

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Hi,

Request to check below JD & give us your email confirmation for interview process.

If any Query feel free to call Kalpana Jha on 9328509360

Company :- Kotak Bank

Position: - MT/Associate RM - Large Corporates

Location:- Mumbai, Delhi, Bangalore, Pune, Chennai

Job Description

Job Title

Assistant Relationship Manager - Large Corporates

Grade

M-3

Department

Corporate and Institutional Banking

Location

Mumbai, Delhi, Bangalore, Pune, Chennai

Reporting To

Relationship Manager Large Corporates

A. Position Purpose

To assist RM's in the sanctioning process, credit monitoring, documentation, meeting the desired

portfolio and TAT standards & generating leads for new Business from existing Client portfolio

B. Position Responsibilities

Sr.

Key Responsibilities

1

Assist RM to grow revenues, build asset book, contingents, and liabilities, and expansion of client base

2

Support in coverage of clients with revenues in excess of Rs.1,500 Crs

3

Credit analysis, risk identification, credit presentation (credit memo)

4

Delivery of banking solutions in collaboration with other parts of the bank

5

Work with product and support teams under the guidance of RM to ensure seamless credit delivery

C. Qualifications and Experience Requirement

Qualifications

Essential

MBA from premier campus / CA

Experience

Essential

1 to 4 Years

D. Competency Requirements

a. Technical Skills

Skill

Attribute

Business Analysis

- Credit writing skills with comprehensive coverage of all risk related issues
- Ability to spot new business opportunities;
- Interaction with clients;
- Strong communication skills – verbal, and written (including report writing, presentations, etc);

Knowledge

Working knowledge of

- Client business including working capital cycle and growth requirements;
- Risk (credit / investment, operational, industry and general economy related, others) identification, mitigation and management;
- Banking products and procedures;
- Documentation

b. Behavioural Skills

Skill

Attribute

Behavioural Skills

- Self-Driven and Proactive
- High level ownership & Accountability

- Analytical Thinking
- Team Work
- Excellent communication skills
- Capability to handle interaction with senior management of clients and other external partners
- Problem Solving

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