



PostBank

VACANCY NOTICE

PostBank is a Commercial Bank that is committed to fostering prosperity for Ugandans. The bank is growing and giving opportunity for its employees and the public. PostBank is in need of a competent and achievement driven professional to fill up the below role that has fallen vacant.

POSITION DESCRIPTION

JOB TITLE: HEAD OF SMALL & MICRO BUSINESS

REPORTS TO: CHIEF RETAIL OFFICER

JOB PURPOSE

- The Head of Small and Micro Business is responsible for developing and implementing strategic plans to enhance the growth and sustainability of the small and micro business segment. This role focuses on identifying growth opportunities, enabling sales improvements, refining product offerings, and ensuring the segment meets its overall performance targets.

KEY RESPONSIBILITIES /KEY DELIVERABLES

- Develop and execute the small and micro strategy and tactical business development plan, considering the market opportunity/growth potential, existing capabilities and risk appetite.
- Select target markets and refine customer propositions to enhance the banks' existing capabilities and competitive position.
- Provide essential support to small and micro businesses across the network, ensuring their growth and success.
- Innovate and customize products and service offerings tailored to the small and micro business segment.
- Ensure the integrity of our lending practices to maintain a high-quality book.
- Define measurable business growth objectives and management processes.
- Foster a service-based sales culture to spur business growth and relationship management.
- Conduct regular engagements to review goals, assess progress and optimize team performance.
- Recognize and reward sales performers in line with the approved parameters.
- Collaborate with internal teams to ensure coordinated efforts and alignment with overall business objectives.
- Manage and design mitigants to all risks associated with this line of business
- Ensure compliance with all regulatory requirements.
- Carry out any other duties as may be assigned by the head of department or management.

BUSINESS BEHAVIOURS

- The ability to communicate clearly both verbally and in written form in a professional manner is deemed essential.
- Ability to build functioning working relationships across organizational, corporate, and cultural boundaries.
- Takes clear accountability and focuses on delivery of broader corporate goals.
- Ability to take decisions and progress towards goals in conditions of uncertainty.
- Ability to demonstrate positive image and role model PBU's values and leadership behaviours.
- Must be a person of impeccable integrity.

FINANCIAL RESPONSIBILITY

- Manage the small and micro business budget.
- Achieve the agreed financial targets related to revenue growth, customer acquisition, product mix as well as balance sheet.
- Responsible for cost control and keep within agreed SME budgets.

QUALIFICATIONS, EXPERIENCE AND COMPETENCIES REQUIRED

- A degree in finance, Business Administration, Economics, or a relevant field.
- Certified banking qualification or master's degree is an added advantage.
- Relevant practical training in SME business growth in the financial services sector.
- Strong critical thinking, analytical and problem-solving skills.
- Excellent verbal and written communication skills.
- A minimum of 7 years' experience in a banking environment with at least 4 years in the relationship management function.
- Proficiency in business development, customer service, relationship/people management skills, negotiation, leadership, marketing, selling and credit analysis.

THE FOLLOWING DOCUMENTS SHOULD ACCOMPANY THE APPLICATION

- Cover letter, Detailed CV, and Copies of academic documents all as one file.

MODE OF APPLICATION

- Online applications addressed to **Chief Human Resource Officer**, PostBank Uganda.
- Send application to **hr@postbank.co.ug** with job title as subject.
- Closing Date: **Friday 22nd November 2024 at 5:00pm.**
- Only shortlisted candidates will be contacted.

PostBank Uganda Ltd is an equal opportunity employer.

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