

AN OPPORTUNITY  
TO GROW WITH US



# CLIENT RELATIONS OFFICER

UNICOMER ST. KITTS & NEVIS LIMITED

## WHAT **RESPONSIBILITY** WILL YOU HAVE?

The Client Relations Officer is responsible for marketing and processing the sale of loans to individuals and the micro-finance sector, via sales and promotion initiatives while managing loan portfolios in line with appropriate company consumer finance standards.

## WHAT **QUALIFICATIONS** ARE WE LOOKING FOR?

- ▶ Excellent customer service, interpersonal and communication skills
- ▶ Competence in using Microsoft Office and Advanced level in Excel
- ▶ Ability to work in a fast-paced environment
- ▶ Ability to work under pressure and handle multiple tasks simultaneously
- ▶ Tertiary level education, preferably a Diploma or Associate Degree in Business or Finance or Related Field
- ▶ (3) Years' experience in a similar position with an emphasis on new client acquisition and client retention

**APPLY BY SENDING YOUR CV**

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