JOB DESCRIPTION

JOB TITLE:	RELATIONSHIP MANAGER	**NAME:**	
DIVISION:	UBA TANZANIA	**DEPARTMENT/ UNIT:**	
JOB GRADE:		**VERSION NO.**	

JOB OBJECTIVE(S)

To establish and maintain positive customer relationships through a bundle of new and existing products.

DUTIES & RESPONSIBILITIES

- Prepare documentation on the creation of risk assets to increase business office profitability.
- Aggressively market the bank's products to ensure favorable market response and optimum build-up of revenue.
- Solicit and acquire customer relationships to improve deposit liability growth and mix.
- Ensure the reactivation of dormant accounts and relationships to improve deposit liability growth and profitability.
- Making calls and visiting business customers as well as attending meetings
- Implementing the delivery of marketing strategies and targets
- Processing data to produce accurate facts, figures, and reports;
- Facilitating, establishing and maintaining effective relationships with new and existing customers;
- Reactivating dormant customer relationships
- Any other duty that may be assigned by your supervisors

KEY PERFORMANCE INDICATORS

Must deliver on all financial targets

JOB REQUIREMENTS

First degree in any field.

Minimum of three (3) years cognate experience

KEY COMPETENCY REQUIREMENTS

Knowledge	Skill/Competencies
• Must exhibit drive energy, aggression and passion for business development and acquisition • Must be technology savvy	• Ability to evaluate needs of customers, and determine what products or service would best serve those needs • Interpersonal and communications skills. • Selling and marketing skills • Must be self solution driven, proactive and have acceptable knowledge of the business environment

REPORTING RELATIONSHIPS

Functionally Reports to: Branch Manager

Administratively Reports to: Branch Manager

I, _____ have read and understood my job descriptions, and I hereby promise to deliver accordingly.

_____	_____	_____
Name	**Signature**	**Date**

Approved by (Line Manager):

_____	_____	_____
Name	**Signature**	**Date**