

## Job Announcement

**Phillip Bank Plc** is a member of PhillipCapital based in Singapore. PhillipCapital established since 1975 is an Asian integrated financial house providing a wide range of products and services with presence in 15 countries, including offices in Australia, Cambodia, China (and Hong Kong), France, India, Indonesia, Japan, Malaysia, Singapore, Thailand, Turkey, UK, UAE, USA and Vietnam. PhillipCapital manages total asset of USD35 Billion with shareholder's fund in excess of USD1.5Billion as of 2018.

Phillip Bank Plc has been established in Cambodia as a commercial bank since 2014. After its merger with Kredit Microfinance in 2020 we currently provide our banking services throughout the Kingdom of Cambodia through our network of over 89 branches.

We aim to build convenient, integrated, innovative, and trusted financial solutions by leveraging technology platforms and engaging our staff, business partners, and customers to sustainably improve the economic well-being of families in rural and urban communities.

To support the bank's expansion plans, we are seeking dynamic candidates to join our team as following:

Location/Province	Department/Branch	Positions	Vacancies
Head Office	IT Department	Senior Officer, Business Analyst	01
		Officer, Software Developer	01
		Officer, Web Developer	02
	Internal Audit	Officer, IT Audit	01
Penh/Kandal	013- Pur Sen Chey	Customer Relation Executive	01
	015- Chamkar Doung	Customer Relation Executive	01
	011-Boeung Keng Kang	Customer Relation Executive	01
Kampong Chhnang/Pursat	233-Pursat	Customer Relation Executive	01
	251-Odongk	Customer Relation Executive	01
Kampong Cham	073-Prey Chhor	Customer Relation Executive	01
Kratie	191- Kracheh	Customer Relation Executive	01
Prey Veng/Svay Rieng	131- Peam Ro	Customer Relation Executive	01
	141- Krong Prey Veng	Customer Relation Executive	01
Takeo/Kampot	032- Doun Kaev	Customer Relation Executive	01
	271- Preah Sihanouk	Customer Relation Executive	01
	214- Kampot	Customer Relation Executive	01
Siem Reap/Kampong Thom	152- Puok	Customer Relation Executive	01
	242- Stueng Saen	Customer Relation Executive	01
Battambang	341- Pailin	Customer Relation Executive	01

### Position: Senior Officer, Business Analyst

#### Job Responsibilities

- Take end-to-end technical ownership of digital journey implementation, solution development, and life cycle support
- Analyze, be prioritize, and communicate technical requirement for insurance solutions
- Coordinate with main technology partners to implement new feature and solutions against tight development timelines
- Represent technical solution towards our distribution partner on an operational level
- Accompany partner onboarding processes from a technical perspective
- Work with implementation partners to design software solutions integrated into overall software landscape
- Support insurance solution to shape solution development roadmap

### Job Requirements

- Bachelor's degree in Information Technology or equivalent
- Solid experience working as a Business Analyst within insurance industry
- Detail and demonstrable understanding of Underwriting, Claims, and Finances
- Ideally 2 years of experiences working as Business Analyst
- Proven experience in modern web development and backend architecture
- Excellent ability to translate business into IT requirement
- Fluency in English

### **Position: Officer, Software Developer**

#### Job Responsibilities

- Develop, maintain, enhance and troubleshoot existing applications
- Contribute in all phases of the development lifecycle
- Build reusable code and libraries
- Write well-designed, testable, efficient code

#### Job Requirements

- Bachelor degree in computer science or equivalent. Fresh graduate is encouraged to apply
- Minimum 1 years of working experience in application development in insurance company.
- Good with logical analysis, data structure and algorithms
- Good knowledge and understanding on OOP and design patterns
- Knowledge of Relational Databases and ORM technologies
- Experience with web server such as Apache Tomcat
- Experience in Java, Spring Framework, GoLang is a plus
- Basic knowledge of Linux commands
- Quick learner and passionate about IT
- Good inter-personal and communication skills
- Capability to work independently, creatively and
- Good teamwork

### **Position: Officer, Web Developer**

#### Job Responsibilities

- Cooperate well with developer team to develop and maintain website and web application
- Ensure the performance, quality, and responsiveness of website
- Practice writing clean and maintainable codes according to best practices
- Must be able to perform duties with moderate to lower supervision

#### Job Requirements

- Bachelor degree in computer science or equivalent
- Minimum 1 years of working experience in application development in insurance company.
- Strong skills in Web Development
- Good experience with Laravel, Laravel Nova, WordPress, React, Vue
- Demonstrable knowledge of web technologies including HTML, CSS, JavaScript, AJAX
- Experience in common third-party APIs (Google, Facebook)
- Programming / scripting experience and knowledge of software development life cycle is preferred
- Experience working with a development team

### **Position: Officer, IT Audit**

#### Job Responsibilities

- Work closely with the line supervisor to develop and update audit programs, working paper, and audit procedures in IT audit scopes and implement after approval.
- Examine IT internal controls, evaluate the design and operational effectiveness, determine exposure to risk

and develop remediation strategies.

- Manage the timeframe for each audit mission as agreed to achieve the plan.
- The audit executions have followed the IT policy, procedure, and standard in order to ensure all kinds of IT risks are covered, managed, and complied with.
- Perform regular audit testing and provide effective recommendations.
- Discuss and clarify the finding with the auditee to find a clear root cause.
- Keep more concerns in each process to ensure that the internal controls are in place.
- Quickly update to a supervisor if there is any suspicious case is discovered.
- Provide recommendations and guidance on identified security and control risks.
- Ensure the audit documents are fully completed information and stored after finish the audit mission.
- Ensure constant capacity building and up to the date of Phillip Bank's business performance.
- Other additional tasks are assigned by the line supervisor

#### Job Requirements

- A degree in Information Technology/Management Information Systems or related degree.
- Knowledge or experience of computer networking such as computer servers, virtualization, and network infrastructure devices (Switch, Router, and Firewall).
- Knowledge or experience of application development and database management.
- Concepts and knowledge of IT security standards and frameworks are more advantageous.
- Experiences at least 1 year in various IT positions such as software developer, network administrator, database administrator, IT security or IT audit are more advantageous.
- Good understanding of internal control, process and risk analysis, IT security and Application control management knowledge.
- Good teamwork and auditing ethic.
- Good written and spoken English, communication and interpersonal skills.
- High motivation and ability to work under pressure and without supervision
- Able to travel to provinces

#### **Position: Customer Relation Executive**

#### Job Responsibilities

- Make a cold call to target saving clients and have a face to face meeting
- Increase volume of deposit to achieve target
- Prepare forms and help customer to fill the customer registration form and opening account forms
- Prepare sales strategy to growth deposit in the branch and propose to branch manager
- Help branch manager to build staff capacity related to the sales of non-loan products
- Buildup, maintain strong relationship with customers
- Offer the best customer service to the clients
- Resolve all clients' complaint which occur during the sales activities
- Other tasks assigned by supervisor

#### Job Requirements

- Bachelor Degree
- At least one-year experience in sales (experience in Microfinance or banking sector is preferable).
- Be proactive.
- Proficiency in Microsoft word, Excel.
- English can be acceptable for fairly speaking and writing.

**PhillipBank** provides competitive salary (based on experience and performance) and benefits as follows:

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|---|---|
| 1. Sales Incentive & Annual Performance Bonus | 6. Public Holidays follow Labor Law       |
| 2. Pchum Ben Bonus                            | 7. Five Working days per week.            |
| 3. 13th Month Salary                          | 8. Staff Loans with special interest rate |
| 4. Personal Accident & Term Life Insurance    | 9. Training & Development Opportunities   |
| 5. Outpatient Consultation & Treatment        |   |

#### **How to apply**

Interested candidate should submit ONLY their CV with a cover letter to: Head Office at #27DEF, Monivong Blvd, Sangkat Srah Chork, Khan Daun Penh, Phnom Penh or by Email: [careers@phillipbank.com.kh](mailto:careers@phillipbank.com.kh) Or candidates can apply by Website: [www.phillipbank.com.kh](http://www.phillipbank.com.kh)

(Send only CV& cover letter in word or pdf file. Don't attach docs).

**Closing Date: 08 October 2020 at 04:00 PM**

**PhillipBank** adheres to the principle of recruitment that is unbiased, transparent, non-discriminatory towards sex, religious, political affiliation, disability, color and marital status.

**Note:** Only shortlisted candidates will be notified. The application and documents will not be returned.