

BRAC Bank Limited, pioneer in SME Banking, delivers a full array of banking services to individuals as well as business entities. Our financial results along with the best credit rating and multiple best financial report awards speak of our aspiration, transparency and teamwork towards the objective of becoming the best bank in the country. While we thrive in present, we invest simultaneously for future – upgraded core banking system in Finacle 10, first local bank to roll out Oracle ERP, process alignment with best practices and many more. However, this feat of providing a comprehensive range of solutions to its millions of customers would not be possible without our diversified business model and unmatched network of 187 Branches, 430 ATMs, 456 SME Unit Offices, 11 Regional Operations Office and 224 remittance delivery points.

To support its continuous business growth, BRAC Bank is currently looking for ambitious, smart, goal-oriented, enthusiastic individuals for the following position in Internal Control & Compliance Division.

### **Associate Manager, Regulatory Compliance - Internal Control & Compliance**

**Employment Type:** Full Time

**Job Location:** Dhaka

#### **KEY RESPONSIBILITIES**

- Co-ordinate with Bangladesh Bank (BB) Inspection team
- Collect information/documents from the concerned department/branch as required by BB inspection team and provide to the team
- Circulate Inspection Reports to the concerned departments and branches for compliance response
- Collect compliance response from the concerned department/branch and compile/edit to make it in line with BB observations
- Providing guidance to stakeholders for completion of BB requirement and compliance response preparation
- Ensure submission of compliance response of BB inspection reports within the deadline.
- To meet periodical reporting and maintain documents.
- Any other task assigned by management

#### **KEY QUALIFICATIONS**

- Masters / Bachelor's degree in Business from reputed universities with satisfactory academic track record
- Minimum 04 years of work experience in Banking
- Understanding of various Bangladesh Inspection related reporting (i.e CL, SOA, P&L classified loan recovery, written off loan statement, waiver statement, Reschedule statement etc)
- Proficiency in Typing knowledge in both Bangla (Bijoy) and English will be treated as extra qualification
- Good analytical ability
- The Excellent Communication and presentation Skills
- Self-motivated hard working team player, able to work under pressure and have the mind set to meet BB deadline
- Proficiency in MS Office, Excel & Power-Point
- Honest and carries high personal integrity

FEMALE CANDIDATES ARE HIGHLY ENCOURAGED TO APPLY

Only short-listed candidates will be invited for the interview as per recruitment process.

BRAC Bank reserves the right to accept or reject any application without assigning any reason whatsoever.

If you are interested to take this challenge, please 'Apply Online' in [www.bdjobs.com](http://www.bdjobs.com) to send your Résumé with a recent passport size photograph along with NID number (mandatory).

**BRAC Bank does not charge any fee at any stage of the recruitment process.**

Please note that BRAC Bank is an equal employment organization. Any form of persuasion will disqualify the candidature.

**Application Deadline: December 31, 2019**



Member of:  
**global alliance**  
for banking  
on values 

Winner:  
 **ASEAN  
DEVELOPMENT  
BANK**  
Most Progressive Bank  
on Gender Strategy and  
Implementation

Winner 2019:  
**Women's Market Champions  
Engagement Asia Award**  


Winner 2019:  
**SME Bank of the Year - Asia**  
 **SME FINANCE  
FORUM**

Winner:  
**Best Published Annual  
Reports in Bangladesh**  
 **CMAA**  
CMAA Bangladesh