



PR/094332 | Operation Planning (Corporate Banking)

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1513552

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

January 21st, 2025 18:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company and Job Overview

JAC's client is a foreign bank looking for a Operation Planning position based in Ho Chi Minh City.

Job Responsibilities

- Internal operations manuals and procedures are reviewed.
- To determine the underlying reasons and evaluate the quality, sufficiency, and efficacy of preventive actions, operational risk incidents are reviewed.
- Analyze and track data from operational statistics to spot trends and hazards and suggest ways to improve.
- Oversee the Business Continuity Plan and carry out tasks associated with it.
- Oversee the administration of user IDs and conduct frequent user ID self-checks.
- Participate in operational problem solving and offer solutions when necessary.

- Respond to Regional HO and HO questions by working with the appropriate departments.
- Support initiatives and programs aimed at increasing operational efficiency through system automation or process simplification.
- Serve as the branch coordinator for Regional HO and HO-led system implementation initiatives.
- Conduct reports to management team.
- Additional duties assigned by management team

Job Requirements

- Bachelor's degree or above
- A minimum of 03 years of experience in the banking, financial services, or consulting sector.
- Prior experience working on banking projects or operations is preferred.
- Strong proficiency in English
- Outstanding communication, presentation, and documentation abilities with a keen eye for detail
- Strong analytical, problem-solving, and critical thinking skills A sense of accountability and a collaborative approach are essential.
- Capable of multitasking and working under pressure

#LI-JACVN

Company Description