



We Are Hiring!

Positions

Branch Manager

Location : Dar Es Salaam

Reports to : Head of Branches

HEAD OFFICE

Desired candidate should possess a Bachelor's degree or advanced diploma in Business Administration, Banking, Finance or marketing. Master's Degree in related fields is an added advantage.

The candidate should have at least 5 years of experience, 3 years should be in a managerial role with an exposure to sales/Business development

*Successful candidates will be contacted within 14 days after the deadline of submission

Please send your application letter and CV to;

Email: recruitment2025@diamondtrust.co.tz

Deadline: 4th June 2025



Bank with us. Bank on us.

Job Purpose

To meet branch retail and SME financial targets through a first class sales and service Management system and within established product programs branch, including servicing corporate customers. Working closely with Centralied Operations unit to operate and maintain a smooth running and operationally efficient branch, that conform to the financial institutions and BOT regulations, rules and guidelines issue from time to time.

Duties

Meet all targets for the Branch.

Manage the operations and support activities at the branch; including guiding, supporting, motivating and supervising the staff to ensure effectiveness and efficiency in all areas of branch operations.

Establish and manage effective marketing and business development programs.

Assessing manpower requirements in the form of well-structured operations, job descriptions and manning levels in the branch.

Monitor the administrative activities in the branch to ensure adequate control and cost-effectiveness in all areas.

Ensure timely submission of required reports.

Requirements

Bachelor's degree or advanced diploma in Business Administration, Banking, Finance or marketing.

Master's Degree in related fields is an added advantage.

Personal Attributes

Strong marketing and sales skills.

Self-motivation, reactiveness and positive attitude.

Effective Leadership.

Interpersonal & communication skills (oral and written).

Knowledge of the general market trends surrounding the banking and e-banking ecosystem.

Good knowledge of AML/ Money Laundering and other compliance regulations.

Understanding of Bank's general operational procedures.

A structured approach to dealing with complex and variable work environments in an independent manner.

APPLY NOW



We Are Hiring!

Positions

Assistant Manager - Credit

Reports to : Head - Credit Review & Control

HEAD OFFICE

Desired candidate should possess a Bachelor's degree in accounting, Business Administration, Banking and Finance, economics or similar. Master's degree / Post Graduate Degree in Business, Commerce, Economics or related subjects is an added advantage.

The candidate should have atleast 5 years of banking experience in the Corporate / Credit lending units in a leading bank in Tanzania.

*Successful candidates will be contacted within 14 days after the deadline of submission

Please send your application letter and CV to;

Email: recruitment2025@diamondtrust.co.tz

Deadline: 4th June 2025



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Job Purpose

The primary responsibility is to control Credit Risk in the loan book of the Bank which includes review of Credit Assessments (CA), remediation of high value under-performing accounts, monitoring and control measures to be adopted with highest standards.

Remediation activities will include review of business viability via examinations of historical performance to identify root cause for poor performance, review projected financials, physical visits to clients, inspection of collaterals, frequent meetings with clients, engaging relevant service providers such as Lawyers, Fund raising agents, valuers, investigators, auctioneers etc.

Duties

Review of Credit Risk parameters within each Credit Application, prior to submission to Management Credit Committee - identifying credit risk elements and ensuring such elements are minimized, mitigated and controlled leading to overall high standard credit quality of the portfolio.

Management of high value under-performing accounts. including renegotiations/restructures/workouts, with a view of returning business retaining the accounts in performing status.

Undertake close monitoring of the overall portfolio, detection of early warning signals, detection of portfolio quality deterioration and ensure actions are taken by business units accordingly.

Continuous improvement of quality of credit control framework.

Enhanced supervision on low rated, stressed & watchlist accounts – including NPAs.

Requirements

Bachelor's degree in accounting, Business Administration, Banking and Finance, economics or similar.

Master's degree / Post Graduate Degree in Business, Commerce, Economics or related subjects is an added advantage.

Personal Attributes

Strong evaluation, communication and reporting skills.

Solid experience in credit analysis.

Excellent negotiations and relationship management.

Debt structure and covenant setting skills.

Proficient in Microsoft applications, Loan origination systems (LOS) and CBS.

APPLY NOW