



PR/095171 | Branch Manager - Giám đốc Chi nhánh

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1559156

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

January 27th, 2026 01:00

General Requirements

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

None

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 leading local bank, looking for a Branch Manager (Giám đốc Chi nhánh) position.

Location: Ho Chi Minh City, Tien Giang

Job Responsibilities

- Oversee resource management by developing workforce plans, proposing staffing requirements, proactively recruiting, participating in interviews, managing appointments and rotations, allocating personnel, planning succession, designing career development paths, and implementing performance evaluation and recognition systems to ensure the unit is staffed with capable and qualified personnel.
- Provide training, coaching, and supervision to ensure staff adhere to the bank's standards, procedures, and regulations. Support career development and cultivate a strong talent pipeline for the branch.
- Conduct fair, accurate, and transparent performance evaluations. Communicate the bank's total rewards policies effectively, applying them flexibly to retain top talent and attract high performers. Ensure regular performance reviews are conducted in line with policy.
- Ensure the unit's sales activities are efficient and meet quality standards.

- Personally engage in sales and provide guidance to the sales team.
- Approve and sign credit transactions within authorized limits.
- Collaborate with other sales units to enhance sales effectiveness and deliver high-quality customer service.
- Take responsibility for service quality at the branch, as reflected in evaluations from programs such as 5S, Confidential Customer, and Call Center feedback.
- Monitor and control operational risks within the unit.
- Work with relevant departments to develop methods for identifying, assessing, and mitigating potential operational risks.
- Periodically review branch operations to detect and manage risks effectively.
- Foster a strong organizational culture across the main branch and regional branches, aligned with the bank's Core Values and Behavioral Standards, by setting a positive example and promoting appropriate conduct.
- Identify and develop customer leads for the unit.
- Build and maintain relationships with potential clients in the local area.
- Engage with local departments, organizations, and the People's Committee where the unit is based, representing the bank and maintaining its positive image in the community.

Job Requirements

- Bachelor's degree in Economics, Finance, Banking, International Trade, or related fields; a postgraduate degree in Management is preferred.
- Minimum 8 years of experience in banking or related industries, including at least 4 years in a senior leadership role (e.g., Director of SME, PFS, Customer Service, Priority Banking, or equivalent), with proven exposure to both Retail and Corporate Banking segments.
- Solid understanding of business laws and related regulations.
- English proficiency: TOEIC 405 or equivalent, in accordance with the Bank's requirements at the time.
- Open-minded, ambitious, willing to take on challenges, and ready to embrace new opportunities.

#LI-JACVN

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Company Description