



PR/097122 | Assistant Manager – Operations (Wholesale Banking)

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1599636

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

June 26th, 2026 11:49

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Native

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Assistant Manager – Operations (Wholesale Banking)

Job Overview

We are seeking a driven and detail-oriented professional to join our team as an Assistant Manager. This role is responsible for supporting operations, product implementation, regulatory compliance, and execution of wholesale banking transactions within a dynamic financial services environment.

Key Responsibilities

- Support the implementation of new products, projects, and business initiatives, including developing and maintaining

operational policies and procedures manuals

- Prepare and submit reports to senior management, headquarters, and relevant regulatory authorities
- Perform internal control functions, including policy updates, audit coordination, business continuity planning (BCP), and ensuring compliance with regulatory requirements
- Review and authorize SWIFT messages and oversee SWIFT system activities
- Execute wholesale loan transactions, including fund finance, structured finance, corporate finance, SBLC/LC, and other corporate lending products
- Collaborate closely with internal stakeholders such as Compliance, Risk, Treasury, and other business units
- Ensure adherence to internal policies, regulatory standards, and compliance requirements at all times

Requirements

- Bachelor's degree in Finance, Business, or a related discipline
- Minimum 6–8 years of relevant experience in international banking, particularly in wholesale lending and treasury products
- Strong experience in fund finance, structured finance, corporate finance, SBLC/LC, and corporate loan products
- Knowledge of treasury products such as FX, money markets, bonds, and derivatives is preferred
- Solid understanding of banking operations, processes, and internal controls
- Hands-on experience with SWIFT systems
- Strong IT proficiency and familiarity with banking systems and tools
- Detail-oriented, organized, and able to work effectively in a fast-paced, deadline-driven environment
- Strong multitasking and problem-solving abilities, with the capacity to take ownership of tasks and deliver independently
- Effective communication skills with the ability to engage stakeholders across functions and escalate issues appropriately
- Proactive, motivated, and committed to contributing to new business initiatives

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Company Description