



PR/097492 | Assistant Relationship Manager, GCNA

募集職種

人材紹介会社

ジェイ エイ シー リクルートメント シンガポール

求人ID

1607201

業種

銀行・信託銀行・信用金庫

雇用形態

正社員

勤務地

シンガポール

給与

経験考慮の上、応相談

更新日

2026年08月25日 04:00

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

流暢

日本語レベル

無し

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Our client, a Singapore based private bank, is looking for an Assistant Relationship Manager for their North Asia desk. They are committed to attracting and developing exceptional talent. They foster a culture built on openness, collaboration, and fairness, and invest in our people through programmes that support both professional and personal growth.

In addition to competitive remuneration, they offer a range of non-financial benefits and opportunities for career development within a broad global network. If you are driven, passionate, and motivated to succeed, we invite you to explore this rewarding opportunity.

Job Description:

- Assist relationship managers with account management, documentation, investment execution, and day-to-day client requests.
- Serve as the primary support contact for client queries, transactions, and administrative requests

- Prepare client presentations and assist in administrative matters relating to onboarding of new clients
- Identify cross-selling opportunities and assist in marketing bank products and services
- Maintain regular follow-up with clients regarding investment maturities, instructions, and service requirements
- Process trade orders and monitor client portfolios (eg. margin levels , upcoming maturities etc)
- Ensure full adherence to regulatory and compliance standards
- Maintain proper documentation and record keeping

Skills and requirements:

- Bachelor's degree in Finance, Business, Economics, or a related field
- 3 years of experience in private banking, wealth management, or financial services
- Strong understanding of financial products
- Excellent communication and interpersonal skills
- Strong analytical ability and attention to detail
- Preferably CACS certified
- Proficiency in Mandarin is essential to support Mandarin speaking clients

We regret to inform that only shortlisted candidates will be notified.
We appreciate your understanding.

EA: JAC Recruitment Pte. Ltd.
EA Licence: 90C3026
EA Personnel: R26159681
EA Personnel Name: WONG HOE MENG

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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会社説明