

Do you have a proven track record of Excellent Performance?

Are you passionately looking for avenues for making meaningful contribution to the Banking Industry?

Do you think you can think Big and Achieve Big?

Do you think you have Vision, Values, Cultures, Mindset & Intelligence dimensions to align with the NIC ASIAN DNA

If yes, we could be the employer you should really look forward to!!!

NIC ASIA Bank is one of the most reputed and No.1 commercial bank in the country in terms of brand equity and footprints. The Bank is currently on a lookout for a dynamic, result oriented, pragmatic, self-motivated and passionate candidates to join us in following position:

1. Branch Managers (Junior Officer/Officer/Senior Officer/Assistant Manager)

Province 1 Code: BMProv1 001 Required Number: Few	Province 2 Code: BMProv2 002 Required Number: Few	Bagmati Province Code: BMProv3 003 Required Number: Few	Gandaki Province Code: BMProv4 004 Required Number: Few
Lumbini Province Code: BMProv5 005 Required Number: Few	Karnali Province Code: BMProv6 006 Required Number: Few	Sudurpashchim Province Code: BMProv7 007 Required Number: Few	

This position requires an ability to impeccably carry the Bank's Brand and effectively act as Bank's Brand Representative. The candidates are expected to possess excellent competitive, market, and product intelligence and be able to chalk out instrumental marketing plans, strategies and roadmaps and ensure their effective implementation. The candidates should have abilities to train, nurture and groom team members and motivate the team for greater achievements and should possess an ability to lead the Branch towards achieving the set goals while enhancing customer experience.

2. Operation/Service/Experience Manager (Senior Assistant/Supervisor/Junior Officer/Officer)

Province 1 Code: EMProv1 011 Required Number: Few	Province 2 Code: EMProv2 012 Required Number: Few	Bagmati Province Code: EMProv3 013 Required Number: Few	Gandaki Province Code: EMProv4 014 Required Number: Few
Lumbini Province Code: EMProv5 015 Required Number: Few	Karnali Province Code: EMProv6 016 Required Number: Few	Sudurpashchim Province Code: EMProv7 017 Required Number: Few	

The position shall be responsible for overseeing the Bank's administrative and Service/Experience support/operating activities and managing the workflow across various segments/functions. The candidates are expected to be proficient in implementation of prudent banking policies, practices and procedures in respective area of oversight.

3. Relationship Manager (Senior Assistant/Supervisor/Junior Officer/Officer)

Province 1 Code: RMProv1 018 Required Number: Few	Province 2 Code: RMProv2 019 Required Number: Few	Bagmati Province Code: RMProv3 020 Required Number: Few	Gandaki Province Code: RMProv4 021 Required Number: Few
Lumbini Province Code: RMProv5 022 Required Number: Few	Karnali Province Code: RMProv6 023 Required Number: Few	Sudurpashchim Province Code: RMProv7 024 Required Number: Few	

The candidates are expected to possess strong will-power, can do attitude and dynamic sales spirits and shall be responsible for robust business/relationship sourcing and management. The candidates should have ability to support branch manager in leading the branch by attaining marketing leadership position and in ensuring robust growth in portfolio, profitability and customer base in generating new business/relationship/product/strategies. The candidates should have strong interpersonal skill and ability to build rapport with customers.

4. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: General Administration & Project
Job Code: DeptGAP01 025
Location: Kathmandu
Required Number: Few

The candidate for this job position is expected to be well-versed with General Administration related activities and is expected to implement all policies and procedures for procurement, cash controls, procurement activities and payments, asset/resource management, logistics management and general administrative functions. The candidate shall also be responsible for coordinating with vendors for preparation of detailed project plan along with timeline and appropriate execution of projects and ensure completion within deadline.

5. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Experience Enforcement Ecosystem
Job Code: DeptEEE01 026
Location: Kathmandu
Required Number: Few

The candidate should be responsible to appreciate and accept challenging operation risk management target and have an ambition to excel. The candidate is expected to support in devising the strong operation risk control mechanism as well as to recommend triggers and limits and report to management about adequacy and effectiveness of the policies, processes, systems, models and limits and be capable of developing a full-fledged and robust risk management system throughout the Bank for robust risk identification and measurement, risk mitigation and risk monitoring throughout the bank's business.

6. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Loan Recovery
Job Code: DeptLRD01 027
Location: Kathmandu
Required Number: Few

The candidate should be responsible to appreciate and accept challenging risk management target and have an ambition to excel. The candidate is expected to support in devising the strong recovery control mechanism as well as to recommend triggers & limits and report to management about adequacy and effectiveness of recovery practices and strategies adopted by the bank.

7. Job Grade: Junior Officer/ Officer/ Senior Officer

Department: DNA & Talent Management (Human Resource Management)
Job Code: DeptDNA01 028
Location: Kathmandu
Required Number: Few

The candidate for this job position is responsible towards fulfillment of Bank's objective along with positive attitude, desire to learn, motivate the team towards the healthy functioning of the Bank. The candidate shall be responsible to actively search, creatively design and implement robust mechanism to enrich the experience of Human Resource of the Bank. The candidate should have an ability to plan, develop, evaluate and implement the excellence standards to ensure the employee delight and experience of Human Resources to an excellent level and should have sound knowledge of national and international best practices of HR policies and procedures while having quality of analytical thinking and proactive approach to work in motivating and creative environment.

8. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Treasury and International Banking
Job Code: DeptFM01 029
Location: Kathmandu
Required Number: Few

The candidate for this job should be fully acquainted with overall banking including International Banking functions. The candidate should possess knowledge of NRB Directives, prevailing laws applicable to financial sector & prevailing accounting standards. The Candidate is required to assist in developing assets and liabilities risk management, value at risk measurement, and trading business plan using an appropriate risk based methodology including any risks or control concerns identified by management.

9. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Legal
Job Code: DeptLegal01 030
Location: Kathmandu
Required Number: Few

This position requires working under the oversight and guidance of Head Legal to provide assurance to all the stakeholders regarding the development and implementation of effective strategies, global best practices and instill compliance culture within the bank. The candidate should have good communication skill and demonstrate leadership skill in enhancing the capacity of the staffs as well as legal aspects of Bank. Candidate with working experience in the Legal Function shall be preferred.

10. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Credit Operation/ Credit Administration
Job Code: DeptCAD01 031
Location: Kathmandu
Required Number: Few

The candidate shall be responsible for effective support of Credit Operation Team for smooth functioning of Credit Operation related activities and ensuring that service quality is maintained at desired level.

11. Job Grade: Officer/Senior Officer/ Assistant Manager

Department: Credit Approval	Location: Province 1 (Base Station: Biratnagar) Job Code: DeptCAPROV1 032 Required Number: Few	Location: Province 2 (Base Station: Birgunj) Job Code: DeptCAPROV2 033 Required Number: Few	Location: Bagmati Province (Base Station: Kathmandu) Job Code: DeptCAPROV3 034 Required Number: Few	Location: Gandaki Province (Base Station: Pokhara) Job Code: DeptCAPROV4 035 Required Number: Few
	Location: Lumbini Province (Base Station: Butwal) Job Code: DeptCAPROV5 036 Required Number: Few	Location: Karnali Province (Base Station: Surkhet) Job Code: DeptCAPROV6 037 Required Number: Few	Location: Sudurpashchim Province (Base Station: Dhangadi) Job Code: DeptCAPROV7 038 Required Number: Few	

The candidate must have an ability to strengthen and facilitate aggressive growth of risk assets and up-keeping the bank's credit cum compliance standards. Candidate must have orientation towards detailed credit assessment, excellent written/ spoken communication skills in an environment fostering independent credit assessment function of the bank.

12. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Information/ Technology Security
Job Code: DeptIT01 039
Location: Kathmandu
Required Number: Few

The candidate of this job position is responsible for ensuring effective implementation and supervision of all security measures adopted by the Bank by making the entire security system of the Bank more effective. The position requires an ability to identify the risk associated with the implementation of the Bank's Information Technology Strategy and ensure that the Bank has appropriate infrastructure to mitigate the risks. The candidate shall be responsible for creating and implementing strategy for the deployment of information security technologies and monitor security vulnerabilities in the networked systems of the Bank.

13. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Ministerial Relationship Management
Job Code: DeptID01 040
Location: Kathmandu
Required Number: Few

The candidate must possess an ability to carry the Bank's Brand and effectively act as Bank's Brand Representative. The candidate should possess excellent competitive market and product intelligence and should be able to chalk out instrumental strategies and roadmap to build a strong relationship with the stakeholders of the Bank. The position involves collaborating with internal and external stakeholders to establish a cordial Banking relationship and should have strong communication and interpersonal skills.

14. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Provincial, Local Authorities and Government Transaction
Job Code: DeptID02 041
Location: Kathmandu
Required Number: Few

The candidate must possess an ability to carry the Bank's Brand and effectively act as Bank's Brand Representative. The candidate should possess excellent competitive market intelligence and should be able to chalk out instrumental strategies and roadmap to build a strong relationship with the stakeholders of the Bank. The position involves collaborating Provincial and Local Authorities to establish a cordial Banking relationship and should have strong communication and interpersonal skills.

15. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Central Remittance
Job Code: DeptEAE04 042
Location: Kathmandu
Required Number: Few

The candidate for this position is expected to have proven track record of handling remittance in challenging market conditions. The candidate is expected to ensure day to day functions being carried out under supervision in line with the current manuals in force and the laid down operational procedures of the Bank and NRB regulations.

16. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Tourism Loans
Job Code: DeptTL01 043
Location: Kathmandu
Required Number: Few

The candidate must have strong will and energetic sales attitude and is responsible for supporting in effective execution of the strategies for growing risk assets business under tourism sector. The candidate is required to have a proven track record of achieving the set targets and highly result oriented. The candidate is expected to implement the marketing plans and campaigns to promote tourism loans on independent as well as team basis.

17. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Energy Loans
Job Code: DeptEL01 044
Location: Kathmandu
Required Number: Few

The candidate must have strong will and energetic sales attitude and is responsible for supporting in effective execution of the strategies for growing risk assets business under energy sector. The candidate is required to have a proven track record of achieving the set targets and highly result oriented. The candidate is expected to implement the marketing plans and campaigns to promote Energy Loans.

18. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: General Business Loans
Job Code: DeptGB01 045
Location: Kathmandu
Required Number: Few

The candidate must have strong will and energetic sales attitude and is responsible for supporting in effective execution of the strategies for growing risk assets business. The candidate is required to have a proven track record of achieving the set targets and should be highly result oriented. The candidate is expected to implement the marketing plans and campaigns to promote General Business Loans and customer acquisition.

19. Job Grade: Officer/ Senior Officer/Assistant Manager

Department: Trade Operation
Job Code: DeptEAE05 046
Location: Kathmandu
Required Number: Few

The candidate requires to be well known about the trade finance and manage operational execution of trade related transactions. The candidate shall be responsible to lead the team to handle the day to day processing of Collections, Letter of credit as part of trade operation team to meet agreed customer service level agreements and review outstanding transactions.

20. Job Grade: Officer/ Senior Officer/ Assistant Manager

Department: Individual Deposit	Location: Province 1 (Base Station: Biratnagar) Job Code: DeptIDPROV1 047 Required Number: Few	Location: Province 2 (Base Station: Birgunj) Job Code: DeptIDPROV2 048 Required Number: Few	Location: Bagmati Province (Base Station: Kathmandu) Job Code: DeptIDPROV3 049 Required Number: Few	Location: Gandaki Province (Base Station: Pokhara) Job Code: DeptIDPROV4 050 Required Number: Few
	Location: Lumbini Province (Base Station: Butwal) Job Code: DeptIDPROV5 051 Required Number: Few	Location: Karnali Province (Base Station: Surkhet) Job Code: DeptIDPROV6 052 Required Number: Few	Location: Sudurpashchim Province (Base Station: Dhangadi) Job Code: DeptIDPROV7 053 Required Number: Few	

The candidate must have strong will and energetic sales attitude and is responsible for supporting in effective execution of the strategies for mobilizing individual deposit. The candidate is required to have a proven track record of achieving the set targets of deposits with an eye towards enhancing customer experience and increasing customers' wallet share. The candidate is expected to implement the marketing plans and campaigns to promote individual deposit and HNI customer acquisition.



एन आई सी एशिया बैंक लि.

NIC ASIA Bank

Opportunities to Excel

Do you have a proven track record of Excellent Performance?

Are you passionately looking for avenues for making meaningful contribution to the Banking Industry?

Do you think you can think Big and Achieve Big?

Do you think you have Vision, Values, Cultures, Mindset & Intelligence dimensions to align with the NIC ASIAN DNA

If yes, we could be the employer you should really look forward to!!!

NIC ASIA Bank is one of the most reputed and No.1 commercial bank in the country in terms of brand equity and footprints. The Bank is currently on a lookout for a dynamic, result oriented, pragmatic, self-motivated and passionate candidates to join us in following position:

21. Job Code: Junior Officer/Officer/Senior Officer/Assistant Manager

Department: Branding
Job Code: DeptBrand 054
Location: Kathmandu
Required Number: Few

The candidate should have knowledge of marketing, branding strategies, online and social media. They should be able to create content and have knowledge of competitor and customer insight analysis. The candidate should be able to manage budget for advertisement and promotional activities. They should be able to align the Banks strategic goals and branding goals. They should be able to plan and execute various branding campaigns and evaluate their effectiveness.

22. Job Grade: Assistant / Senior Assistant/ Supervisor/ Junior Officer/ Officer / Senior Officer

Department: Digital Partnership
Job Code: DeptDP01 055
Location: Kathmandu
Required Number: Few

The candidate is responsible for exploring avenues of digital partnership with cross functional business relationship and on-boarding customer into digital ecosystem of the Bank. The position involves preparing digital partnership strategy and implementing a roadmap for a suite of products covering next 5-7 years' vision in mind for digital payments landscape.

23. Job Grade: Supervisor/Junior Officer/Officer/Senior Officer

Department: Digital Partnership - Card Associations
Job Code: DeptDP02 056
Location: Kathmandu
Required Number: Few

The candidate is responsible for exploring and executing avenues of partnership with card association (VISA/Master Card/ Union Pay, etc). The position requires agile mindset with well - versed knowledge on commonly used payment industry terms and concepts. The candidate shall conduct research on consumer behavior and industry trends to design and develop innovative products in issuance and acquiring of card networks.

24. Job Grade: Supervisor/Junior Officer/Officer/Senior Officer

Department: Digital Partnership - Billers/ ISP
Job Code: DeptDP03 057
Location: Kathmandu
Required Number: Few

The candidate is responsible for exploring and executing avenues of partnership with various utility providers such as ISP, School, Water Supply, etc and designing, developing and implementing unified payment eco-system within Bank's own application. The position requires agile mindset and interlinking ability with sales and marketing team to increase digital payment on utility sector.

25. Job Grade: Supervisor/Junior Officer/Officer/Senior Officer

Department: Digital Partnership - Financial Ecosystem
Job Code: DeptDP04 058
Location: Kathmandu
Required Number: Few

The candidate is responsible for exploring and executing avenues of partnership with various Financial and Non-Financial Institutions, Fintech and Wallet companies and building strategic and technical integration for cross domain partnership. The position requires agile mindset, technical aptitude, experience of working with modern web APIs, Open Banking, and ability to articulate to both technical and non-technical audiences building business strategy and roadmap for suite of digital payment products covering the next 2-3 years' vision in mind for digital payment landscape.

26. Job Grade: Supervisor/Junior Officer/Officer/Senior Officer

Department: Digital Partnership - Software Aggregator
Job Code: DeptDP05 059
Location: Kathmandu
Required Number: Few

The candidate is responsible for exploring and executing avenues of partnership with various Software Aggregators in various business domains such as Health/School/Water Supply, etc. The position requires agile mindset with well-versed knowledge on Modern API's and ability to work with technical and non-technical audiences.

27. Job Grade: Supervisor/Junior Officer/Officer/Senior Officer

Department: In Charge- Digital Adoption and Channel Migration
Location: Province 1 (Base Station: Biratnagar)
Location: Province 2 (Base Station: Birgunj)
Location: Bagmati Province (Base Station: Kathmandu)
Location: Gandaki Province (Base Station: Pokhara)
Location: Lumbini Province (Base Station: Butwal)
Location: Karnali Province (Base Station: Surkhet)
Location: Sudurpashchim Province (Base Station: Dhangadi)

The candidate is responsible for developing and executing strategies, plan and tactics to strategically promote Bank's capabilities and experience in both our digital banking platform and physical network, and build customer segments and drive customer adoption of digital channels and continued engagement with self-service digital channel for day to day transaction. The candidate plays an integral role in designing, delivering and promoting a leading omni-channel customer experience as well as influencing the mindset and behavior of customers and employee to take full advantage of the digital channel experience, using right channels for right need.

The candidate will be an integral member of Bank's digital transformation taskforce and the key responsibilities will include effective implementation of customer on-boarding platform, lending platform and customer service request platform using various digital channels of the Bank in liaison with technology and marketing teams, and achieve channel migration target of the Bank. The candidate is required to frequent travelling to branches and sub-province offices to connect, engage and aware customers as well as train and groom staffs of branches and province/sub-province offices for digital adoption.

28. Job Grade: Supervisor/Junior Officer/Officer/ Senior Officer

Department: EFT Switch
Job Code: DeptEAE01 067
Location: Kathmandu
Required Number: Few

The candidate should have knowledge of Card Switch, ATMs and POS Terminals and other payment banking technologies and should be able to implement upgrades or changes to the Card Switch, ATMs and POS Terminals for performance, security or business benefits. This position requires monitoring the performance of the Card Switch, ATMs, POS Terminals and payment channels to ensure smooth running of these systems.

29. Job Grade: Senior Assistant/Supervisor/Junior Officer/Officer

Department: Website and Chatbot
Job Code: DeptDB08 068
Location: Kathmandu
Required Number: Few

The candidate is required to design, develop and implement the Bank's website and chatbot as a means of digital marketing channel. The candidate is responsible for building brand awareness, business leads generation and conversion, delightful customer experience by designing and building state of art website and robust AI enabled chatbot.

30. Job Grade: Officer/Senior Officer/ Assistant Manager

Department: SWIFT
Job Code: DeptEAE02 069
Location: Kathmandu
Required Number: Few

The candidate is responsible to track, monitor and evaluate the (SWIFT) performance of different verticals against set goals and benchmarks preparation of reports and recommending to establish appropriate assurance framework.

31. Job Grade: Officer/Senior Officer/ Assistant Manager

Department: Experience Enrichment
Job Code: DeptEAE03 070
Location: Kathmandu
Required Number: Few

The candidate is responsible for designing and implementing effective communication plans and activities, through social media and related channel to communicate the Bank's offering of products and services to the customers as well as handling their queries. The candidate should be highly-g geared self-starter with strong business acumen and should possess sound ability to communicate effectively with the customers.

32. Job Grade: Officer/Senior Officer/ Assistant Manager

Department: Channel Support Ecosystem
Job Code: DeptSC01 071
Location: Kathmandu
Required Number: Few

The candidate for this job position is responsible for business development, continuously innovating, driving creative solutions, delivering value added customized payment services for merchants and card members & payment business. The candidate is expected to monitor national and international card trends to guide innovation and generate new ideas on product innovation and to ensure that cards and operation business are aware of cutting edge innovation and technology. The candidate for this position should have sound knowledge in cards and its technical functionalities and also have knowledge of market trend in terms of new trends in card business.

33. Job Grade: Supervisor/Junior Officer/Officer

Department: In Charge - Digital Sales
Location: Province 1 (Base Station: Biratnagar)
Location: Province 2 (Base Station: Birgunj)
Location: Bagmati Province (Base Station: Kathmandu)
Location: Gandaki Province (Base Station: Pokhara)
Location: Lumbini Province (Base Station: Butwal)
Location: Karnali Province (Base Station: Surkhet)
Location: Sudurpashchim Province (Base Station: Dhangadi)

The candidate is responsible for marketing and onboarding of merchants for deployment of Bank's POS and QR code at merchants' locations and nurturing business relationship with an objective to enhance and sustained digital transactions through digital touchpoints. The candidate shall be responsible for generating sufficient business transactions from their digital touchpoints and providing feedback and market intelligence to the marketing team for formulation of various marketing campaigns and schemes with an objective to secure business targets. The candidate having prior experience in marketing in reputed organization would be an advantage.

Eligibility Criteria for Assistant Manager

- Proven experience with an excellent track record in leading, managing and inspiring a team of dynamic professionals.
At least 5 years of banking experience in domestic/ international banks or in related field having completed Master's Degree and for Bachelor's Degree candidate must have 10 Years of experience in Banking or related field.
Preferably Master's Degree but not less than Bachelor's Degree in Management/IT-Management, Engineering/ Computer Science or related field.
Age not below 25 and not exceeding 50 years as of May 02, 2021

Eligibility Criteria for Junior Officer/Officer/Senior Officer

- Preferably Master's Degree but not less than Bachelor's Degree in Management/IT-Management, Engineering, Computer Science or related field.
At least 5 years of banking experience in related area.
Age not below 21 and not exceeding 40 years as of May 02, 2021

Eligibility Criteria for Supervisor/Senior Assistant

- Bachelor's Degree in Management/IT-Management/Engineering/Computer Science or related field.
At least 2 years of Banking experience in related area.
Age not below 18 and not exceeding 35 years as of May 02, 2021.

Instruction to Apply

- Candidate is mandatorily required to mention the job code of the vacancy they are applying for in the application and candidates failing to mention job code shall be disqualified.
Candidate need to submit a separate application for each job code and candidate can submit multiple application for different job codes.
Canvassing at any stage of the process shall lead to automatic disqualification.

The candidate need to apply for a specific position and location as per their preference under the vacancy and multiple applications for the position at multiple locations is also allowed.

Documentary evidence related to qualification and experience shall be sought from the shortlisted candidates. The Bank reserves the right to reject any application without assigning any reason whatsoever.

Deadline to Apply: May 02, 2021

To Apply: Log on to www.nicasiabank.com/current-vacancies to know about other requirements and to apply.



बैंक पनि साथी पनि

राम्रो पनि हाम्रो पनि