



Employment Opportunity

Cathay United Bank is an equal opportunity employer. We're focused on attracting and retaining the best talent to our organization. Cathay United Bank is a great place to be because we have leading edge strategies that offer employees a vision of the future and chance to be involved. Currently, we are looking for potential candidates to fill in below role.

Card Production

Location: Phnom Penh

Minimum Requirements:

- High School diploma or equivalent
- Proficient in relevant computer applications
- Required language proficiency : Khmer, English, Chinese (Optional)
- Knowledge of card production
- Knowledge of technology
- Good data entry and typing skills
- Knowledge of administration and clerical processes

Key Responsibilities:

- Enter new customer information into system
- Update existing customer information
- Process orders, forms and applications
- Telephone verification
- Contact to related departments
- Card production process
- Fill application forms and documents
- Control card stock

Closing date: 31 July 2017

How to apply

If you are interested in an exciting career with us and consider joining our dynamic team, we welcome your application! Your CV shall submit to:

Cathay United Bank (Cambodia) Co. Ltd.

Human Resources Department

68 Samdech Pan Street (St.214) Khan Daun Penh, Phnom Penh, Cambodia

Tel : (855) 23 211 211

Or Email to: hr@cathaybk.com.kh