



BANK OF NEVIS INTERNATIONAL LIMITED

VACANCY

Bank of Nevis International Limited was incorporated under the Nevis Business Corporation Ordinance Act of 1984, on April 29th 1998 as a wholly-owned subsidiary of The Bank of Nevis Ltd. The Bank commenced business on July 1st 1998. It is the only offshore bank in the Federation of St. Kitts and Nevis offering an outstanding opportunity for clients to benefit from the advantage of a jurisdiction which promotes Stability and Integrity.

Bank of Nevis International Limited (BONI) invites applications from suitably qualified persons to fill the position of:

BUSINESS DEVELOPMENT OFFICER

KEY RESPONSIBILITIES

- Process new account applications and engage customers to ensure all required information is obtained.
- Conduct market research in order to identify and attract new customers.
- Contact potential customers to explain the benefits of the Bank's products and services and follow up to have customers on-boarded.
- Provide assistance with the marketing of the Bank's products and services.
- Respond to queries and complaints from customers regarding the Bank's products and services.
- Develop and implement strategies for retaining customers.
- Develop and maintain a database of existing and prospective customers, intermediaries and introducers with a view to increasing income and enhancing relationship management.
- Establish and maintain strong working relationships with local and international service providers.
- Participate in local, regional and international business development trips.
- Assist with the maintenance of the Bank's website and social media platforms.
- Prepare FATCA Reports.

EXPERIENCE AND ATTRIBUTES

- Knowledge of banking products and services
- Computer literacy and strong organisational skills
- Ability to work within tight deadlines

QUALIFICATIONS REQUIRED

- At least three years banking experience
- Good understanding of international banking
- Bachelor's Degree in a business related field
- Certification in Trust and Estate Practices would be an asset

All applications should be submitted with detailed Curriculum Vitae and the Bank's application form which is available on the bank's website www.thebankofnevis.com. Applications should be submitted no later October 26, 2018 to:

Human Resource Manager
The Bank of Nevis Limited
P O Box 450, Main Street
Charlestown, Nevis
Email: - info@thebankofnevis.com

[Please note that only those candidates selected for an interview will receive an acknowledgement.](#)