



BANQUE DE COMMERCE ET DE PLACEMENTS

Established in 1963 as a Swiss bank, BCP segments its activities into two well-established core businesses: Commodity Trade Finance and Wealth Management. These are reinforced by our expert Treasury services. BCP enjoys a solid reputation as a high-quality service provider in all of its banking fields. Founded under Swiss Banking Law and Regulations, BCP is supervised by FINMA, the Swiss financial markets supervisory authority. Headquartered in Geneva, BCP also operates branches in Luxembourg and Dubai. More information can be found at www.bcp-bank.com.

For our **Credit department**, we are currently looking for a

Head of Credit Control division

PURPOSE OF THE ROLE:

The Head of Credit Control division reports to the Head of Credit department and his/her main responsibilities consist of:

- **Leading** the division
- Ensuring that business **controls**, mainly related to commodities trading activities, are in place and are regularly performed
 - Define the necessary controls in coordination with the Commodity Trade Finance head and other related departments
 - Implement and perform periodic second line of controls and monitoring of the customer credits transactions (excess of limits, maturity dates, repayment or extension of loans, quality, etc)
 - Adapt these controls where and whenever necessary
 - Report any type of discrepancy to the various stakeholders
- Providing regular and timely **reporting**
 - Keep various lists duly updated (exception list, watch list, high risks, etc)
 - Ensure timely and specific reporting to the Credit Committee and Board of Directors and share the necessary information which confirms that the risks taken by the Bank are in line with the risk appetite defined by the internal authorities
- **Optimizing the credit control processes and tools**
 - Recommend improvements on processes and systems for optimization and automatization
 - Implement the best practices, adequate controls and proper methodology
 - Keep the Credit manual duly updated in order to formalize the credit rules
 - Maintain close coordination and regular contact with the front offices and with Risk Management
- Supervising the **administrative tasks**
 - Ensure the collection of the required credit information and documentation related to the clients and operations
 - Take due knowledge of the terms & conditions of the transactions and verify adequacy with internal/external rules and regulations

REQUIREMENTS

- University Degree in Finance or Economics or any other related field
- **At least 8 years of credit control's relevant experience within a bank operating in Commodity Trade Finance business**
- Strong experience in commodities trade finance business, products and processes
- Advanced control methodology, analytical skills
- Proven management skills, problem-solving and decision-making abilities
- Risk awareness
- Proactive and innovative approach, in terms of suggesting improvement to processes
- Excellent interpersonal and communication skills
- Ability to work independently
- Ability to manage multiple projects
- Team player, dynamic, pragmatic
- Proficient computer skills with excellent command of MS Office applications. Knowledge of Tradeco being a plus.
- Fluency in English
- Swiss national or valid Swiss working permit.



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OTHER

- Location: Geneva
- Starting date: Immediate
- Activity rate: 100%

Please send your complete application file (**cover letter, CV, work certificates and diplomas**).
Please kindly note that with no answer from us within 3 weeks, you can consider that your candidacy was not selected for this position.

Thank you for your understanding.