

中国银行（香港）万象分行招聘公告

Bank of China (Hong Kong) Limited Vientiane Branch Recruitment Notice

中国银行成立于 1912 年，是中国国际化和多元化程度最高的银行，目前在中国内地及全球 64 个国家与地区设有分支机构。

Bank of China Limited was established in 1912. As China's most international and diversified bank, our bank now has branches and subsidiaries across the Chinese mainland and overseas 64 countries.

中国银行（香港）万象分行于 2015 年 3 月 26 日正式成立，已在老挝经营超过十年，经营全方位的商业银行业务。

根据工作需要，中国银行（香港）万象分行现面向社会公开招聘，有关事宜公告如下：

Bank of China (Hong Kong) Limited Vientiane Branch established on 26th March 2015, we operated for over ten years, our bank operates a full range of commercial banking services.

According to work needs, the branch is now open for public recruitment of some positions, the recruitment details are as follows:

一、招聘岗位及岗位职责（Positions Offered）

序号	岗位 Positions	招聘人数 Quantity	岗位职责 Offered
1	会计人员 Accounting Staff	1	1、负责银行日常会计帐务处理工作； 2、负责银行监管报表报送工作。 1. Responsible for the bank's daily accounting work. 2. Responsible for the submission of bank regulatory reports.

二、基本要求（Basic Qualifications）

1. 大学本科及以上学历，财务管理或会计类专业；
2. 年龄在 35 周岁以下；
3. 有较好的中文基础，能够进行日常业务交流及处理相关文书；

4. 具备出色的沟通能力与团队合作精神，能够在高强度的工作环境中高效完成任务。

1. Bachelor degree or above, major in financial management or accounting.

2. Under 35 years old.

3. Have a good foundation in Chinese and be able to conduct daily business communications and handle related documents.

4. Possess excellent communication skills and teamwork spirit, and be able to complete tasks efficiently in a high-intensity work environment.

三、报名方式 (How to Apply)

1、简历模板：请在网页下方下载中文或英文简历模板，每个模板均包含 **2 个或以上工作表单**，认真填写。

Resume template: download the Chinese or English resume template at the bottom of the webpage, each template **contains 2 or more worksheets**, please fill in carefully.

2、方法一：将填写好的简历、学历、学位证明及其他能力证明文件发至邮箱：

service.la@bankofchina.com，邮件主题格式：姓名+毕业院校+专业。

Please email your resume, educational background, degree certificate and other ability proof document to **service.la@bankofchina.com**, and indicate your name, University and Major on your application email subject.

3、方法二：将填写好的简历、学历、学位证明及其他能力证明文件直接投送至中国银行（香港）万象分行前台。投送的文件需用信封装好后封口，并在信封上注明：姓名、毕业院校、专业。中国银行（香港）万象分行地址：库央路万象中心 A1003-A2003、万象市、西沙达纳县、弄尖村，联系电话：021 228888；021 228877。

Or you can send your resume, educational background, degree certificate and other ability proof document to Bank of china (Hong Kong) limited Vientiane Branch's Reception, Please keep your document in the Envelop; please write your name, University and Major on behind of Envelop. Our Bank address: Khuvieng Road, Vientiane center building No. A1003 – A2003, Nongchan village, Sisattanak district, Vientiane capital Lao PDR. Phone: 021 228888; 021 228877.

4、报名截止日期：**2025 年 8 月 10 日**

Application deadline: **10 August, 2025**

5、中国银行（香港）万象分行将通过电子邮件、手机或其他方式联系应聘者，了解进一步信息。

Bank of China (Hong Kong) Vientiane Branch will contact applicants via email, telephone or other methods for further information.

6、请应聘者准确、完整填写简历和相关资料信息，保证信息真实性；如与事实不符，中国银行有权取消其应聘资格。

The applicants shall be responsible for the integrity and authenticity of the information he or she provides. If such information is not consistent with the fact, we will have the right to disqualify his or her admittance.

7、在招聘过程中，我行不会向应聘者收取任何费用，请提高警惕，谨防受骗。

Applicants shall be aware that no fees will be collected by us in the recruitment.

期待您的加入！

Join Us Now!

仅有一部分候选人会被联系参加面试，所有的申请信息将被保密。

Only short listed candidates will be contacted for interview. All application information will be kept confidential.