

中国银行（香港）有限公司万象分行招聘公告

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，已在老挝经营近十年，经营全方面的商业银行业务。

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 nine more 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	岗位职责 Offered
1	助理风险经理 (Assistant Risk Manager)	1	主要协助负责信贷风险、市场风险管理等有关事项，完成上级交办的其他工作。 Responsible for the branch's credit risk management, market risk management, complete other tasks assigned by department leaders.
2	助理客户经理 (Assistant Relationship Manager)	1	1、负责公司客户的营销、服务、维护，以及处理客户所需的金融服务； Responsible for marketing, servicing, and maintaining the

		<p>company's customers, providing financial services as needed by the customers.</p> <p>2、负责分行公司业务的拓展，挖掘市场潜力和机遇；</p> <p>Responsible for expanding the branch's corporate business, identifying market potential and opportunities.</p> <p>3、完成部门领导交办的其他工作任务。</p> <p>Complete other tasks assigned by Department Leaders.</p>
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二、基本要求（Basic Qualifications）

1、老挝籍或中国籍，身体健康，年龄一般不超过 35 周岁；

Applicants have Lao or Chinese nationality, with good health and age 35 years below.

2、法律、经济、金融、贸易、财会等专业，获得大学本科及以上学历。需要汉语水平达到 HSK 4 级及以上，能用中文交流，具有一定的中文写作能力，能用英语进行基本的日常交流，熟练使用 office 软件。

Applicants shall have Bachelor's degree or above, and majors in law, economics, finance, commerce, management, accounting, etc. Applicants shall have the certificate of HSK-4 or above, communicate and be able to write in Chinese, with basic communication skill in English and good office software skill.

3、有团队精神，有责任心，有良好的人际交流沟通能力。

Applicants shall have team work spirit, responsible and good interpersonal communication skills.

4、有相关工作经验优先考虑。

If has related working experience will be prioritized.

5、无违法违纪行为和任何不良记录

No illegal or disciplinary behavior or any bad record.

6、符合中国银行亲属回避的有关规定。

Comply with the bank of china's relative avoidance regulations.

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 worksheet**, 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：**comprehensivemgtdept@bankofchina.com.la**，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 **comprehensivemgtdept@bankofchina.com.la**, and indicate your name, University and Major on you apply for in the 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：**2024 年 11 月 27 日**

Application deadline: **27 November, 2024**

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，并有可能在未来考虑其申请。

Only short listed candidates will be contacted for interview. All applications will be kept confidential and possible further consideration.