

## Lingnan Institute of Further Education Internship and Career Service Scheme 2017



### HK Shanghai Commercial Bank

Incorporated in November 1950, Shanghai Commercial Bank Ltd. is one of the most well known local Chinese banks in Hong Kong. At present, there are more than 40 local and overseas branches. The Bank has always been pursuing the motto of its founder, Mr. Kwang-pu Chen, to 'Serve the Community'. The Bank's slogan of 'For Personalized Service' and 'All in a Family' denotes the Bank's devotion to providing personalized services to its clients and promoting a harmonious relationship among its staff members.

Website : <http://www.shacombank.com.hk/tch/personal/index.jsp>

### Teller

- **Requirements:**
  - Post-secondary educated or above with minimum 1 year of counter service or customer service experience
  - Detail conscious with strong customer service sense and communication skills
  - Good command of spoken and written English and Chinese, including Putonghua
  - Proficient in MS Office applications including Chinese word processing
  - (Fresh graduate will be considered and training will be provided)
- **Responsibilities:**
  - Provide quality customer services through counter transactions
  - Establish and cultivate relationship with customers and identify opportunities for cross-selling bank products and services

### 職位詳情

公司名稱	Shanghai Commercial Bank Limited
聯絡電話	28415371 (Sarah Chan : HR Dept)
電郵地址	Sarah.chan@shacombank.com.hk
薪金/津貼	

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### 分類詳情

工作地區	Hong Kong Island, Kowloon, New Territories (e.g. Tseung Kwan O, Tokwawan, Causeway Bay, Kowloon East area, Yau Tsim Mong District, etc.)
行業	Banking
工作性質	Counter Transaction / Customer Service
招聘性質	Permanent
工作時間	Mon – Fri and half day on Sat
所需學歷	Top-up Degree / Associate Degree / Higher Diploma