



CAREER OPORTUNITIES AT EQUITY BANK.

Equity Bank is one of the region's leading Banks whose purpose is to transform the lives and livelihoods of the people of Africa socially and economically by availing them modern, inclusive financial services that maximize their opportunities. With a strong footprint in Rwanda, Kenya, Uganda, Tanzania, DRC and South Sudan, Equity Bank is home to more than 20 million customers – the largest customer base in Africa. Currently Equity Bank Rwanda is seeking additional talent to serve in the role of **Micro Banking Assistant Manager**.

MICRO BANKING - ASSISTANT MANAGER

Job Purpose

Reporting to the Relationship Manager SME, the Relationship Manager - Micro Banking has the responsibility to ensure optimum customer acquisition, retention, and income generation from sales of all. Appropriate Assets, Liability and Cash Management products of the Bank, Best Class Relationship

Management with Micro-Strengthening the bank's brand in the Micro Market (Women, Youth, Agriculture, Trade and Retail and Drive the digitization journey of existing and new Micro Customers to ensure a high uptake on the Bank's digital solutions).

Key Responsibilities

- To identify and develop a target pipeline and aggressively market for new profitable Micro customers from the identified target sectors.
- Manage key customer relationships through regular contacts and visits by ensuring the effective call program is maintained on all assigned and prospect customers.
- Ensure compliance to Know Your Customer (KYC) and Anti Money Laundering (AML) requirements in all dealings with existing and potential customers.
- Maintain high professional standards and strive to provide quality services and competitive pricing to clients.
- Sell Bank Digital products and on-board existing and new customers on Bank digital platforms,
- Originate high quality Credit memos and ensure the Credit Risk is well assessed and mitigated prior to submission to Credit Approval Authorities within the Approved TAT.
- Ensure Micro Portfolio accountability, Monitoring and Quality of Assets is enhanced from origination and after disbursement (Reminders & Warning letters on NPLs, Insurance renews, Deferrals, etc.).



- Deliver set targets as per KPIs for Deposits, Risk Assets, Transactions, Digital products consumption by micro customers, Revenue, and the effective management of customers.
- Proactively research market and client related aspects and communicate information obtained through Market Intelligence Reports to pre-empt business risks and opportunities

Qualification, Experience, Skills and Attributes

- Bachelor's degree in a Business-related field.
- Over 3 years' experience working in banking sector with at least 2 years dealing with credit sales and credit analysis or other related sales such as channels and merchant sales, bank's products and services sales, etc.
- Thorough knowledge of banks policies & procedures.
- Strong analytical skills to interpret and evaluate financial statements
- Good understanding of the banking industry
- Relationship Management skills
- Knowledge of BNR prudential guidelines.
- Strong knowledge of the AML and KYC policy guidelines.
- Knowledge of Bank's customer segments, product types and tariffs
- Excellent Communication Skills, Both Verbal and Written,
- Sound judgment.
- Adaptable to Change.
- Driven to Achieve Results.
- Action Planning, and Prioritization Skills.
- Ability to Work with a Team.

If you meet the above requirements, submit your application quoting the job opportunity you are applying for as subject of your email through the link below by **27th April 2026**. Please include detailed Curriculum Vitae (in Word version or Pdf version not Pdf image), copies of the relevant certificates, testimonials, and daytime telephone contact and email address. **Only short-listed candidates will be contacted.**

Email to:

https://equitybank.taleo.net/careersection/int_new/jobsearch.ftl?ftlcompclass=LoginComponent&lang=en

Equity Bank is an equal opportunity employer. We value the diversity of individuals, ideas, perspectives, insights, values and what they bring to the workplace.