



External Job Posting

Business Development Officer

The Bank of The Bahamas Limited, a leading provider of financial services in the region, is committed to innovation, operational excellence, and fostering a culture of collaboration and integrity. We are seeking an experienced **Business Development Officer** to join our dynamic Business Development team and support the achievement of key business goals.

Position Overview: The **Business Development Officer** plays a key role in supporting the Bank's overall success by identifying customer needs, delivering tailored financial solutions, and achieving sales and service goals. You will be responsible for expanding customer relationships, contributing to business development initiatives, and ensuring excellent service delivery.

Key Responsibilities:

- Interview loan applicants, assess credit risk, and make recommendations for personal, mortgage, and consumer loans, as well as overdraft facilities.
- Respond to customer inquiries and provide advice on the Bank's products, policies, and procedures.
- Promote and sell customized financial solutions using a financial planning approach.
- Attend sales visits, special events, and financing activities to generate new business opportunities.
- Develop and maintain strong customer relationships through follow-up calls, referrals, and retention strategies.
- Assist in the development, assessment, and improvement of business development initiatives.
- Prepare reports, track applications, and ensure accurate and timely updates to customers.
- Ensure compliance with Know Your Customer (KYC), Anti-Money Laundering (AML), and all Bank policies and procedures.

Minimum Qualifications & Experience:

- Associate's degree, Institute of Financial Services Certificate, or equivalent qualification.
- 3–5 years' banking experience, including lending and credit analysis.
- Strong knowledge of credit, collections, and banking services.
- Solid accounting skills to calculate loan ratios and analyze financial statements.
- Proficiency in Microsoft Word, Excel, and banking applications.
- Excellent oral and written communication skills.
- Willingness to travel occasionally (including Family Islands) and work outside standard hours when required.

Why Join Us?

- Be part of a high-performing team that values innovation and excellence.
- Competitive salary, performance-based incentives, medical insurance (including life, dental, and vision), and a robust pension plan.
- Be part of a team that values your expertise and invests in your success!

Deadline to Apply: Monday, September 22, 2025, at 4:30pm

Application Submission: Please email your application to hr.apply@bankbahamas.com.