



JOB OPPORTUNITIES – TONGA DEVELOPMENT BANK

We are looking for new talents!

The Tonga Development Team is looking for dynamic and self-starting individuals to fill the following positions;

1. Operational Excellence Officer

Post Title : Operational Excellence Officer (1 position). The position reports directly to the Manager Risk.

Responsibilities and Duties

The Primary Role of the Operational Excellence Officer are as follow

- Responsible for the execution of balancing service quality and effectiveness with cost of delivery by aligning the organisation processes, technology and partnerships. Create sustainable improvement within the organisation that clearly define end-to-end users on each process.

Principal Accountabilities include, but are not limited to:

1. Execute process improvement events to reduce potential external risk to the Group.
2. Execute process improvement events to address the internal possible risk within the operation.
3. Participate in the completion of the risk assessment processes, anticipating possible challenges and managing effectively available resources.
4. To assist the risk awareness programs.
5. To assist Manager Risk Management in effective undertaking special projects tasks as assigned from time to time in order to.

Requirements

- Bachelor's degree in business, engineering, or related field.
- 5+ years of experience in process improvement, quality management, or similar role.
- Proven track record of leading and implementing process improvements.
- Excellent analytical and problem-solving skills.
- Have knowledge and ability with Financial & Banking Skills
- Possess excellent communication skills both oral and written

Post is placed at **Salary Band 7** of the TDB Band Structure (**TOP 24,576 per annum – TOP \$36,864 per annum**). Entry level will base on experience and qualification.

The Application Form can be collected at your nearest TDB Office. Completed applications to be addressed to:

CEO

Tonga Development Bank

Fatafehi Road

NUKU'ALOFA

Deadline for all applications will be 2 December, **2022, by 4pm.**