



## Open Your Career to a New Horizon

Join a world leading group specialized in trade receivables management.

Coface, rated AA (stable outlook) by Fitch Ratings, AA (negative outlook) by S&P and Aa3 (stable outlook) by Moody's, is a subsidiary of Natixis. Coface facilitates global business-to-business trade by offering its clients credit insurance, company information and ratings, receivables management and factoring. Founded in 1946, Coface now has a direct presence in 65 countries with 7,000 staff members.

Coface is expanding its Hong Kong team with the following position

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### Client Service Executive

#### **Job Duties:**

- be responsible for daily operations and support monitoring of the receivables finance business
- work with internal and external parties to ensure effective end-to-end processes and procedures are in place to support business operations
- support testing and implementation of new system and be responsible for its on-going maintenance
- provide general administrative support to the business line
- support other ad hoc projects when necessary

#### **Requirements:**

- university graduate with major in Business, Finance or Accounting related discipline
- 3 – 5 years experience in banking/financial/accounting/operational experience
- ability to communicate effectively in English and Chinese (Cantonese and Putonghua) in all aspects
- good communication skills with the ability to manage multiple relationships both internally and externally
- excellent team player with a positive and proactive attitude
- have good analytical and problem-solving skills and be able to work independently and to meet tight deadlines
- organized with good planning and time management and attentive to details
- open-minded and willing to take challenge

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We offer 5-day working week, medical benefits, attractive remuneration package and excellent career path to the right candidate. Interested parties please send detailed resume stating current and expected salary, and available date to [hrdept@coface.com.hk](mailto:hrdept@coface.com.hk).

*Personal data collected will be used for recruitment purpose only.*