

Junior Process Officer in TF Document Checking Team



We are very fast growing company, which during the period of 5 years has employed more than 900 new employees. Currently we have 1200 employees. We are already operating in two locations in Łódź and one in Gdynia.

We are proud to be investing in development of our employees and take great care of work atmosphere in line with our values.

Currently we are looking for candidates for the newly formed team in TF Document Checking Team in Łódź.

The position we offer

- Stable employment conditions on the basis of full-time job contract,
- Introductory trainings,
- Opportunity to develop career path,
- Multinational and dynamic work environment,
- Benefits package (you can choose cinema tickets, private medical care, sport cards, lunch subsidy and more),
- Convenient working conditions in offices close to the city centre,
- Positive energy and professional support in your daily tasks,
- Possibilities of learning Scandinavian language

You will:

- be responsible for checking of Letter of Credits documents in line with your experience and competences,
- work and develop in an international Letter of Credit team,
- be offered a competitive working and compensation conditions

The qualifications you need

- have at least bachelor's degree
- read, speak and write English on a professional level,
- keep yourself updated in regard of changes in the regulatory framework and the ICC rules and cases,
- maintain close relations with other TF colleagues in the Nordics TF units and unify replies made for the opinions under the rules of UCP 600/ICC rules.
- understand the big picture and have a “mind of a detective” in checking documents,
- be professional, focused, efficient and accurate,
- show ability to recognize dubious and speculative business
- be service-minded, flexible and ready for new challenges,
- be a good team player,
- be proactive in terms of identifying new improvement in the unit etc.,

- More information and send application

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Please include permit for processing personal data in CV as following: “I give my permission for the processing of my personal data that is essential for the recruitment process in Nordea Bank AB branch in Poland, in accordance with the Act of 29.08.1997 on the Protection of Personal Data (Journal of Laws No. 133, item 883 amended)”.

We reserve the right to reply only to selected applications.

Please apply at <https://candidate.hr-manager.net/ApplicationInit.aspx?cid=22&ProjectId=199873&DepartmentId=21477&SkipAdvertisement=true>