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# Example of Commercial Cards Job Description

Our company is hiring for a commercial cards. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for commercial cards

* Build and present end to end executive product updates inclusive of current production metrics, KPIs, new feature delivery planning and financial forecasting
* Gatekeeper of all new sales application and nomination forms to IBG BSU and T&O, ensuring compliance with requirement and documentation completeness
* Maintenance of sales submission tracking reports to ensure timely processing and accountability of all Commercial Cards applications
* To carry out day to day accounts servicing for newly onboarded accounts
* To handle enquiries from various departments on product matters, documentations, customer services and
* Handle enquiries on SDG2 and Intellilink on file format, systems interfacing and other related queries through working with both associations
* Identify B2B partnership opportunity and ensure successful implementation of B2B solutions
* Understand the commercial cards portfolio key matrixes to drive various marketing activities (including activation and portfolio activities)
* Strong understanding of various commercial cards solution to identify key product enhancements that support continued portfolio growth
* Good knowledge of Visa and MasterCard reporting tools to provide guidance to team on any pre and post implementation of commercial cards program

## Qualifications for commercial cards

* Competent communicator both written and verbal in English, Dutch is a pre & other European languages advantageous
* Relevant knowledge and experience of Commercial Card platforms, operations, systems and infrastructure
* Experience working within the financial sector and preferably within commercial banking
* Strategic thinker able to translate concepts into tangible action plans that drive growth
* Proven self-starter and able to work independently with minimal guidance
* Dynamic and forward thinking individual with strong interpersonal and communication skills to put in innovative ideas