

CERTIFICATE IN BRANCH OPERATIONS MANAGEMENT

Learning outcome

On completion of this course participants will be equipped with a sound understanding on commercial banking related on branch operations management to perform the duties effectively and efficiently.

Participants

Branch managers, Assistant managers and officers of banks and financial institutions

Methodology

Lectures, discussions and final examination

Course contents

- Governance, Risk Management framework and Compliance functions of Financial Institutions (8 hours)
- Credit Management (16 hours)
Lending Principles, Credit Analysis, Monitoring, Control and Recovery
- Law relating to Banking and Customer Protection (12 hours)
Banker Customer Relationship/ Negotiable Instruments/ Electronic Transactions/ / Securities /Debt Recovery/ Consumer Protection/ KYC
- International Trade Finance (8 hours)
Concept, various types of documents, payment methods, INCOTERMS, Various types of L/Cs, Guarantees, international trade finance methods
- Exchange Control Regulations (4 hours)
FOREX Accounts related transactions and regulations

Commencement

04.04.2021

Duration

48 hours

Course Fee

Rs. 16,000

Medium

English