



सालपा विकास बैंक लि.
SALAPA BIKAS BANK LTD.

Vacancy Announcement

Salapa Bikas Bank Ltd., "B" Class Development Bank operating in Khotang District, invites highly motivated, dynamic and result-oriented Nepalese Citizens to apply for the following positions:

Micro-finance Field Assistant (Corporate Position: Jr. Assistant) – On Permanent Basis

Required Number: 1

Job Station: Baksila Branch Office, Khotang

Key Responsibilities:

- Conduct regular micro-finance group meetings.
- Promote financial awareness in the community, including savings habits and optimal utilization of loans.
- Disburse microfinance loans and manage repayments efficiently.
- Collect deposits and maintain accurate records of client transactions.
- Promote and sell the bank's products and services to clients.
- Support the Micro-Finance Department in achieving program targets and objectives.

Criteria:

- Educational Qualifications: SLC/SEE
- Age: No Age Bar

Experience: Freshers can apply (preferably above one-year experience in Related Field)

Selection Process:

- Interview

Interested candidates meeting the above criteria may send their application along with resume at hr@salapabikasbank.com.np on or before 15/01/2083 (28 Apr 2026) within 5 P.M.

Only short-listed candidates will be called for further selection process. The Bank reserves the right to reject any/ all applications without assigning any reasons whatsoever. No telephonic queries will be entertained. Canvassing at any stage of processes will lead to automatic disqualification.