

## WE ARE HIRING | Officer – Remittance Operation 🇧🇩

Are you a fresh graduate ready to kick-start your career with a trusted name in the financial services & remittance industry?

BRAC SAAJAN Money Transfer is looking for motivated and detail-oriented individuals to join our team in Dhaka.

### ◆ Key Responsibilities

- \* Handle agent and RemitNGO transactions efficiently
- \* Resolve transaction-related issues for agents and customers (ERP & RemitNGO)
- \* Manage IP/WhatsApp calls, daily emails, and customer messages
- \* Ensure Financial Crime Prevention measures and regulatory compliance
- \* Address customer queries and complaints professionally
- \* Coordinate with correspondent banks for payment status updates
- \* Receive quotations and create telephonic/online transactions

### ◆ Required Skills & Qualifications

- \* Fresh graduates from Business background are highly encouraged to apply
- \* Strong verbal & written communication skills (professional English required)
- \* Customer-centric mindset with strong attention to detail
- \* Good command of MS Office and internet applications
- \* Ability to multitask, prioritize tasks, and manage time effectively

### 💼 Compensation & Benefits

💰 Salary: BDT 20,000

📅 Generous leave policy

🎁 Festival bonus (after completion of 6 months)

◆ Preference: Female candidates will be given priority

### 📍 Job Location & Working Hours

📍 Location: Badda Link Road, Dhaka, Bangladesh

🕒 Working Hours: 5 days a week (Roster basis), 2:00 PM – 11:00 PM

### ✉️ How to Apply

Interested candidates are requested to send their updated resume with a \*proper subject line\* to:

[hr@bracsajan.com](mailto:hr@bracsajan.com)

Application Deadline: 07 January 2026

Join BRAC SAAJAN Money Transfer and be part of a team that connects people, opportunities, and dreams across the globe

 **BRAC SAAJAN**  
money transfer

## WE ARE HIRING!

### Officer, Remittance Operation

**Benefits**

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- Generous leave entitlement
- Festival bonus (after 6 months)

**Preference:** Female candidates preferred

**Location**

Badda Link Road, Dhaka, Bangladesh

**Working Hours**

5 days a week, on a rota basis, from Monday to Sunday,  
2PM to 11PM

Email your updated resume with a proper subject line by  
**07 January 2026** to

**hr@bracsajan.com**

🌐 [www.bracsajan.com](http://www.bracsajan.com)