



BENDURA BANK

## Assistant Private Banking Asia 100% (f/m/d)

Would you like to work in an innovative and internationally oriented environment? Contribute your ideas and help shape the direction and growth of BENDURA BANK? Then you've come to the right place. We offer you the environment to develop yourself, your career and BENDURA BANK sustainably. Let's shape the future together.

---

### Your Challenge

- Support of our Relationship Manager
- Ensure timely transaction processing and service delivery of clients requirements
- Administrative and client-oriented tasks
- Understanding client requirements and assisting our Relationship Manager in daily maintenance of account relationships
- Acting as the client key interface for clients instructions and transaction monitoring
- Preparation of account openings in compliance with due diligence requirements and monitoring of existing clients

### Your Profile

- University degree (e.g. Banking & Finance, Accounting & Corporate Finance, Business Administration, Economics or Law)
- Excellent knowledge of Chinese and English; a good command of German would be of advantage
- Communicative, flexible, and dynamic personality with strong learning ability
- Independent working style and strong organizational skills
- Enjoyment in working with clients

---

### Your Benefits

- Opportunity for financial participation in the company and discounted banking products
- Anniversary bonus with sabbatical option
- High social benefits and employee-friendly pension fund
- Financial support for further training
- Option to purchase additional holiday entitlement
- Free in-house gym and free parking spaces

# Our Values

- **Client Focus:** We lead by putting clients first. That means deeply understanding their needs, staying ahead of expectations and delivering real, lasting value.
- **Team Focus:** We win as a team, not as individuals. We empower each other, share the spotlight and care about how people grow.
- **Trust:** We believe in people, share ownership, and create space where employees feel safe to speak up and take the lead.
- **Integrity:** We do what's right, not what's easy. We speak the truth, take responsibility and ensure transparency in all our actions.
- **Excellence:** Excellence means striving to improve every day. We always challenge the status quo, aim high and expect quality – of ourselves and others.
- **Reliability:** We say what we do and do what we say. We are consistent in word and deed. Reliability isn't a promise – it's a habit.

Can you identify with these values? Then we look forward to receiving your detailed online application at [www.bendura.li/karriere](http://www.bendura.li/karriere).



**Daniel Willi**

Head of Human Resources  
Director

[Daniel.willi@bendura.li](mailto:Daniel.willi@bendura.li)

+423 265 55 44

