



FINANCE TRUST BANK

INTERNSHIP OPPORTUNITY

Finance Trust Bank (FTB) is now a Tier 2 Financial Institution that is regulated by the Central Bank of Uganda. The bank serves a clientele of over 300,000 depositors and over 37,000 borrowers, through a network of 34 branches countrywide. The bank offers a variety of Products and services including Savings, Current accounts, Loans, Money transfer services, and Bills payments to its target market which comprises of micro, small and medium entrepreneurs, salary earners and youth. To meet the needs of its growing customer base, the company is seeking to recruit dynamic, self-motivated, result-oriented professionals to fill the following position.

INTERNS (28 POSITIONS)

This position reports to the **Manager Internal Controls** and will be based at **Mbarara and Ntungamo Branch**

Role of the job:

The candidate shall participate in a data entry exercise.

Key Result Areas

1. Data Verification

- Review data for errors, inconsistencies, and missing information.
- Cross-check entries against source documents to maintain accuracy.

2. Data Cleaning and Updating

- Correct inaccurate records.
- Update databases with new or revised information.
- Remove duplicate entries where necessary.

3. Record Management

- Organize and maintain both electronic and physical records.
- Ensure information is stored systematically for easy retrieval.

4. Data Quality Assurance

- Follow data management standards and procedures.
- Maintain high levels of accuracy and confidentiality.

5. Report Generation

- Assist in compiling summaries, statistics, and reports from collected data.
- Support monitoring evaluation, and decision-making processes.

Minimum educational and technical competence requirements:

- Bachelor's degree in any discipline.
- A credit in Mathematics and English.
- Strong Communication and interpersonal skills.
- Attention to detail and willingness to learn.
- Basic Knowledge of banking operations is an added advantage.

Applications:

Suitably qualified candidates should address their application to Head of Human Resource, Finance Trust Bank, TWED PLAZA, Plot 22B, Lumumba Avenue, Kampala, Uganda, and email it to jobs@financetrust.co.ug, as well as photocopies of academic documents, CV and application letter.

Send your application as **ONE PDF** document containing an application Letter, Detailed CV, Academic documents and certificates.

Applications in word format or as separate images will not be considered.

Closing date for submission of the applications is **Friday 02 October 2026**. Only shortlisted candidates will be contacted directly on Tel. Numbers **0312 222600 or 0414 341275 ONLY and Interviews for shortlisted candidates will be held on Monday 05 October 2026 beginning at 9am.**

Please note that in line with the Bank procedures, no job offers are made online.

Finance Trust Bank is an equal opportunity employer; all qualified applicants will be considered without regard to certain protected characteristics.