Assistant Branch Manager, Bayview & York Mills Branch

Requisition	R0000193707
Employer	Royal Bank of Canada
Canadian locations	Toronto (Ontario, Canada)
Primary address	600 QUEENS PLATE DR, TORONTO, ON M9W 0A4, Canada
Posted	November 26, 2026
Last day to apply	December 10, 2026
Posted deadline	December 11, 2026
Business area	PERSONAL & COMMERCIAL BANKING
Employment status	Regular
Work schedule	Full time · 37.5 h per week
Pay type	Salaried

The position

As an Assistant Branch Manager, you motivate and coach a high-performing team of Advisors in a dynamic, high-volume, and rewarding marketplace, while establishing and achieving team objectives. You coach your team to increase skills and capabilities to maximize sales and referral opportunities, enable digital education and usage, and promote problem resolution at first point of contact. Sharing common goals, purpose, vision, and values with RBC partners, you build relationships and encourage collaboration across all roles. Further, you support the ongoing development of your team through consistent sales routines to ensure a high level of employee capability and engagement.

Responsibilities

- Ensure strong employee participation through talent management, development and career planning
- Deliver results through strong sales management practices and coaching capacity
- Partner with your manager to ensure the Branch's operational effectiveness and maximize team performance
- Inspire, orchestrate and pioneer superior retail excellence to offer a memorable customer experience
- Coach your team on customer advice and education, problem solving and prevention at the first point of contact, and advocate digital activation and multichannel use
- Mobilize partners to establish internal and external working relationships to support operational objectives
- Addressing the needs of local communities through appropriate recruitment and management practices

Qualifications

Requirements

- Minimum of 2 years of experience in a role of management/coaching of people in the financial sector
- Proven success in business growth, along with building relationships with communities and clients
- At least 2 years experience selling mutual funds in the last 3 years
- Mutual Fund Accreditation (IFIC or CSC)
- Completion of an acceptable mutual fund branch management exam (BCO) offered by the CSI, or ability to write the exam within 4 months of start date

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Assets

- Experience in both commercial and personal banking
- A good understanding of sales management routines and the ability to lead the team to action
- Post-secondary degree or diploma, ideally in business, business administration or related experience
- Entrepreneurship, with the ability to seek and develop new business
- Proficiency in Mandarin or Farsi is an asset

Pay and benefits

RBC teams aim to grow by working together, thinking ahead and giving dependable advice that helps clients and communities prosper. They support one another, develop their potential and strive for outcomes that benefit the communities they serve as well as the bank.

- A comprehensive total premium program including performance-based premiums, flexible benefits and competitive pay
- Managers who coach employees and help them find opportunities to develop.
- A world-class financial services training programme
- A dynamic collaborative culture where personal initiative and hard work are recognized and rewarded

Job Skills

Build talent, think critical, inspire, plan long term

RBC accepts applications until 11:59 p.m. on the day before the posted deadline.

Our Employment Opportunities

RBC works as One RBC and follows five shared values: putting clients first, integrity, collaboration, respect and excellence. As one of the world’s largest and most successful banks, it sees inclusion and different perspectives as important to continued growth. RBC supports staff in doing their best work, working together, innovating and developing professionally. Its policies and programs foster respect, belonging and opportunities for everyone to create value for clients and communities.

Talent community

People who join RBC’s talent community can receive new postings, career advice and recruitment event updates tailored to their interests.

RBC’s careers portal shares information about career paths and how its teams contribute to client and community well-being.

RBC is accepting applications for an existing vacancy. Qualified applicants may hear from the recruitment team for a more detailed review of their résumé.

Search for requisition R0000193707 on the RBC careers portal.

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