



## BANKING CAREERS

Over a decade Lankaputhra Development Bank (LDB) has been in the forefront of providing financial services to the small and medium entrepreneurial (SME) fraternity of Sri Lanka. In a national endeavor to enhance our services to encompass the growing needs of our clientele, we seek experienced professionals to take up key managerial positions at Lankaputhra Development Bank. Lankaputhra Development Bank is Licensed Specialized Bank fully owned by the Government of Sri Lanka.

### POST OF ASSISTANT GENERAL MANAGER - CREDIT

**Job Profile:** Understanding and fulfilling the financial needs of SME sector entrepreneurs

- Skill Profile:**
- Have a strong understanding of Credit Analysis and Policies
  - Very good accounting and banking knowledge
  - Good understanding of Risk Management principles
  - Overall supervision of the branch network including branch operations and credit
  - Timely submission of reports to regulators and other authorities.
  - A well organized team player with good client relationship.
  - Have good communication and negotiation skills.

**Qualifications:**

- A Degree from a recognized University in the discipline of Economics, Banking & Finance, Management, Commerce, Financial Management, Accountancy and / or equivalent professional qualifications.
- Associate Member of Institute of Bankers of Sri Lanka.

**Experience:** A minimum of 15 years managerial experience in banking and financial industry of which 5 years of post qualifying experience in a senior managerial grade.

**Age:**

- Below 50 years at the date of closing of applications
- Between 50-57 years will be considered to recruit on contract basis

**Remuneration:** Negotiable within the Assistant General Manager Grade, remuneration package of the Bank.

### POST OF ASSISTANT GENERAL MANAGER - RECOVERY

**Job Profile:** Heading the Recovery Division, developing strategies and plans to minimize losses and maximizing recoveries of the non-performing loan portfolio and negotiating borrower's settlement plans and agreements.

- Skill profile:**
- Thorough knowledge in credit recovery restructuring and rehabilitation.
  - A well organized team player with good client relationship.
  - Have good communication and negotiation skills.
  - Excellent analytical and client management skills.

**Qualifications:**

- A Degree from a recognized University in the discipline of Economics, Banking & Finance, Management, Commerce, Financial Management, Accountancy and / or equivalent professional qualifications.
- Associate Member of Institute of Bankers of Sri Lanka.

**Experience:**

- Minimum 15 years managerial experience in Credit, Credit Recovery of which 5 years post qualifying experience in a senior managerial grade.

**Age:**

- Below 50 years at the date of closing of applications
- Between 50-57 years will be considered to recruit on contract basis

**Remuneration:** Negotiable within the Assistant General Manager Grade, remuneration package of the Bank.

### POST OF INTERNAL AUDITOR (SENIOR MANAGER GRADE)

**Job profile:** The ideal candidate will be required to continuously evaluate the adequacy and effectiveness of internal control systems and assist management in maintaining and improving internal controls. He/she will also be required to examine and report on financial information and develop and implement an annual audit plan with the approval of the Audit Committee.

The position requires extensive travel since the selected candidate is expected to visit branches and report on findings. Strong communication skills are a must and applicants should have exposure in an IT enabled environment.

- Skill profile:**
- Aptitude to deliver results in a target based, high pressure business environment.
  - Highly skilled professional preferably from the financial sector with good knowledge in business process, internal system and IT controls, and Risk Management.
  - Be self-motivated and command leadership and management qualities
  - Good communication and strong analytical skills.
  - Excellent report writing skills

**Qualifications:**

- A Degree from a recognized University in the discipline of Economics, Banking & Finance, Management, Commerce, Financial Management, Accountancy and/or equivalent professional qualifications.
- Associate Member of Institute of Bankers of Sri Lanka and/or Fellow or Associate member of ICASL.

**Experience:** Applicants should have 10 years of post-qualifying experience in an executive capacity as an Auditor of which at least 5 years should be at a managerial level in comparable financial/mercantile/audit institution. Those who with banking qualifications/experience would be at a distinct advantage.

**Age:**

- Below 50 years at the date of closing of applications
- Between 50-57 years will be considered to recruit on contract basis

**Remuneration:** Negotiable within the Senior Manager Grade, remuneration package of the Bank.

### POST OF CHIEF RISK OFFICER (SENIOR MANAGER GRADE)

**Job Profile:** Developing risk policies and risk mitigating process for credit, market and operational risks and review them periodically. He/ she will also examine the products and process in line with risk management perspective and development of processes, suitable structures and introduce controls, in addition to developing a comprehensive process of identification, assessment, measurements and reporting of pertinent business status / risk in relation to strategies, goals and objectives.

- Skill Profile:**
- Well developed managerial skills to liaise efficiently at all levels of management.
  - Commitment to deadlines and proven track records to that effect.
  - Team spirit and the ability to work in a computerized environment.
  - Analytical and interpersonal skills.
  - Fully conversant with BASEL II – International Banking Practices

**Qualifications:**

- A degree from a recognized university in the discipline of Accountancy/ Commerce/Business Administration/ Economics/ Mathematics/ Statistics or a combination of the said subjects with a 1<sup>st</sup> or 2<sup>nd</sup> class Upper Division and /or equivalent professional qualifications
- An Associate member of the Institute of Chartered Accountants of Sri Lanka (ICASL), Certified Chartered Accountants (ACCA) / Chartered Institute of Management Accountants (CIMA)

**Experience:** A minimum of 10 years post qualifying experience out of which 5 years in managerial level in a recognized Financial Institutional in the field of Risk Management. Experience in Credit Evaluation will be an added advantage.

**Age:**

- Below 50 years at the date of closing of applications
- Between 50-57 years will be considered to recruit on contract basis

**Remuneration:** Negotiable within the Senior Manager Grade, remuneration package of the Bank.

### POST OF COMPANY SECRETARY (SENIOR MANAGER GRADE)

**Job Profile:** Organize Board Meetings and other Board Committee meetings etc. and maintain books, registers and all correspondence related to Company Secretarial Division. He/ she will also liaise with external regulators and advisers such as lawyers and auditors.

- Qualifications:**
- An Attorney at Law with the Secretarial License or a Chartered Secretary.
  - Should be fluent in English Language with excellent writing skills
  - Should be able to work independently.
  - Computer literacy in MS Word and Excel is mandatory.

**Experience:** A minimum of 10 years post qualifying experience in the capacity of executive out of which 5 years in managerial level in a Bank or recognized Financial Institution.

**Age:**

- Below 50 years at the date of closing of applications
- Between 50-57 years will be considered to recruit on contract basis

**Remuneration:** Negotiable within the Senior Manager Grade, remuneration package of the Bank.

• Only short listed candidates will be called for interviews.

• Please apply within 10 days of this advertisement with detailed Curriculum Vitae together with the contact details of two non-related referees to the following address or e-mail to [vacancy@lankaputhra.lk](mailto:vacancy@lankaputhra.lk)

### POST OF MANAGER – HUMAN RESOURCES

**Job profile:** The Manager-Human Resource originates and leads Human Resources practices and objectives that will provide an employee-oriented, high performance culture that emphasizes empowerment, quality, productivity and standards, goal attainment, and the recruitment and ongoing development of all employees.

- Skill profile:**
- Thorough knowledge in overall HR practices.
  - Strong leadership skills.
  - Effective problem solving skills.
  - Well organized team player with good personal relationship skills.
  - Have good communication and negotiation skills.
  - Fully conversant with all aspects of Labour Laws.

**Qualifications:**

- A Degree from a recognized University in the disciplines of Human Resources Management or PQHRM from Institute of Personnel Management (IPM) or an equivalent Professional Qualification obtained from a recognized Institute, MBA or Post Graduate qualification in HR will be an added advantage.

**Experience:**

- Over 08 years experience in the capacity of executive out of which 05 years in Managerial experience in a Bank/ Financial Institute or a Government or Private sector reputed institution in the discipline of Human Resources Management.

**Age:** Below 50 years at the date of closing of applications

**Remuneration:** Negotiable within the Manager Grade, remuneration package of the Bank.

### POST OF MANAGER LEGAL - LITIGATION

**Job Profile:** Engage in court work including drafting of pleadings, particularly in commercial transactions and money recovery matters and conveyancing experience in drafting/ reviewing legal agreements.

- Skill profile:**
- Should be able to handle litigation matters independently.
  - Should possess strong communication skills in English & Sinhala.

**Qualifications:**

- Applicant should be an Attorney-at-Law with Notarial License.

**Experience:**

- Applicants should have minimum of 8 years experience in the capacity of executive out of which 5 years in managerial level in a Bank/ Financial Institute.

**Age:** Below 45 years at the date of closing of applications

**Remuneration:** Negotiable within the Manager Grade, remuneration package of the Bank.

### POST OF MANAGER – ADVISORY UNIT AND CUSTOMER CARE

**Job Profile:** Ensure that the needs of customers are being satisfied. He/ she should help to develop and implement a customer service policy for an entire bank and to evaluate and measure customer satisfaction and improve services. Provide advisory services to potential and existing clients on entrepreneurship and business management.

- Skill Profile:**
- Excellent communication and inter-personal skills
  - Strong motivational skills
  - Planning and organizational skills and the ability to multi-task with a multi-disciplined environment.
  - Problem-solving skills

**Qualification:**

- A Degree obtained from a recognized University in the disciplines of Accountancy, Business Administration or Commerce and /or equivalent professional qualifications

**Experience:**

- Over 08 years experience in the capacity of executive out of which 05 years managerial experience should be in the sphere of credit, preferably in a Bank or a Financial Institution.

**Age:** Below 45 years at the date of closing of applications

**Remuneration:** Negotiable within the Manager Grade, remuneration package of the Bank.

### POST OF BRANCH MANAGER (WENNAPUWA / POLONNARUWA, BATTICALOA)

The ideal candidate should be a Banker with credit and operations knowledge, and be able to manage a branch efficiently and profitably.

- Skill Profile:**
- Aptitude to deliver results in a target based, high pressure business environment.
  - Good analytical skills - an exposure within a modern IT environment
  - Conversant in English and Sinhala languages. Tamil is a must for Manager – Batticaloa Branch.

**Qualifications:**

- A Degree obtained from a recognized University in the disciplines of Economics, Banking & Finance Management, Public/ Business Administration, Commerce, Financial Management, Accountancy and/or equivalent professional qualification.

**Experience:**

- Over 07 years working experience in a Bank and/or Financial Institutions in the capacity of Branch Manager / Executive

**Age:** Below 45 years

**Remuneration:** Negotiable within the Manager Grade, remuneration package of the Bank.

### POST OF EXECUTIVE - LEGAL

**Job Profile:** Responsible to assist the bank lawyers in the Legal Department by attending to matters pertaining to court cases including drafting and settling necessary documents, preparation of internal reports, court representation, checking court records and liaising with panel lawyers and Counsels relating to court cases

- Skill Profile:**
- Excellent report writing skills
  - An excellent command of English and Sinhala or Tamil languages is required.

**Qualifications:**

- Applicant should be an Attorney -at-law with Notarial License.

**Experience:**

- Applicants should have minimum of 5 years executive experience including court work. Experience in conveyancing work will be added advantage.

**Age:** Below 35 years at the date of closing of applications.

**Remuneration:** Negotiable within the Executive Grade, remuneration package of the Bank.

### POST OF EXECUTIVE – RISK

**Job Profile:** Implementation of all aspects of the risk function, including implementation of processes, tools and systems and also identify, assess, measure, manage, monitor and report limits and approval authorities and monitor major and critical risk issues.

- Skill Profile:**
- Ability to work in a computerized environment
  - Analytical and interpersonal skills
  - Fully conversant with BASEL II – International Banking Practices

**Qualifications:**

- A degree from a recognized university in the discipline of Accountancy/ Commerce/Business Administration/ Economics/ Mathematics/ Statistics or a combination of the said subjects and /or equivalent professional qualifications

**Experience:** Over 5 years experience in a Bank and/or Financial Institutions at executive level in the field of Risk Management.

**Age:** Below 35 years at the date of closing of applications

**Remuneration:** Negotiable within the Executive Grade, remuneration package of the Bank.