



State Mortgage & Investment Bank

Career Opportunities at SMIB

SMIB, as the premier housing bank to the nation, is in the process of restructuring the bank's operation to offer a higher level of customer satisfaction and a wider variety of services. As such, we invite applications from candidates who have demonstrated dynamic leadership roles and make full commitment to achieve business goals with relevant qualifications and experience for the following posts.

CHIEF MANAGER - LEGAL

Key Responsibilities

- Co-ordination of matters pertaining to the Legal Division of the Head Office and Branches of the Bank
- Examine title reports, preparing and executing mortgage bonds, releasing loans
- Preparing and executing lease agreements /MOU, indentures, supplementary mortgage bonds and other legal documents on behalf of the Bank
- To draft complaints, affidavits, petitions and file cases at the relevant Court matters and appear in the court cases when required representing SMIB
- Tender advices to the management on matters connected or incidental to the legal Guide/Advice management on available bank formats, security documents, setting out terms and conditions of agreement in line with prevailing legal practices
- Undertake preparation of monthly progress reports and other special reports in respect of the legal functions of the Bank and monitor, update the progress of the legal cases and report to the Board.
- Coordinate with Assistant General Manager - Legal and Legal Officer ensuring that all of them are adhering to regulatory requirements, circular instructions, banking practices and internal standards of the Bank

Qualifications

An Attorney-at-Law with a Bachelor's Degree in Law (LLB) a from a recognized university. Master of Laws (LLM) will be a distinct advantage.

Experience

Ten (10) years' experience in Civil law court practice along with conveyance practice with at least three (03) years at senior management level and experience in a Banking institution will be an added qualification.

Remuneration

Salary Scale - Rs. 122,105 - 3,540 x 12 - 164,585 per month together with bank approved allowances. Monthly gross salary on this basis would be approximate.

Age - Not more than 40 years (However, the age limit will not apply to those already employed in a state sector organization)

GENERAL CONDITIONS

Method of Selection - Inviting applications as per the recruitment policy and procedure of the bank. Selection by an Interview.

Other Benefits

- Provident Fund contribution 15% by the employer and 10% by the employee. The bank contributes to the ETF
- Annual bonus of two months gross salary
- Housing loans at concessionary rates after confirmation in the service
- Benefits under the bank's medical scheme
- Encashment of unutilized medical leave

Closing Date for Applications - 06/12/2021

How to Apply

Interested qualified candidates should send their Curriculum Vitae and copies of their Educational/Professional transcripts and the names, addresses and contact numbers of two professional non-related referees via the below email address.

All applications will be treated in strict confidential manner and any form of canvassing will be regarded as a disqualification. The Bank reserves the right to decide the selection, postponement or cancellation of recruitment or any other action and/or change the selection criteria for this recruitment. The decision of the Board of Directors will be final and conclusive.

Applications should only be sent via **careers@smib.lk**