

## 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.

### BRANCH MANAGER

#### Key Responsibilities

Lead the branch in achieving set targets in terms of product sales, profitability and client acquisition, ensure smooth functioning of the branch operations by adhering to internal controls and motivate the staff to work towards business goals of the Bank

#### Qualifications

- A Bachelor's Degree in Banking, Business Administration, Commerce, Economics, Accountancy and Finance from a UGC recognized University.
- Or
- A Passed finalist of ICASL/CIMA UK / ACCA UK or Associate Member of IBSL.

#### Experience

Overall 06 years' experience as an executive in the field of branch credit appraisal, credit disbursement, risk operations, and credit recovery functions in a bank or recognized financial institution, which at least four years (04) post qualifying experience as an Assistant Manager. The candidate should have good communication and interpersonal skills.

#### Remuneration

Salary Scale - Rs.97,410 - 2,120x20-139,810/-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)

### ASSISTANT MANAGER - CREDIT

#### Key Responsibilities

Within the credit policy of the Bank, to build a quality credit portfolio by identifying and sourcing credit worthy client profile through credit analysis. Ensure credit disbursement and minimum NPL towards agreed targets by adhering to regulatory requirements and internal controls under the guidance and directions of the Branch Manager.

#### Qualifications

- A Degree with a class in Banking, Business Administration, Commerce or Economics, Accountancy or equivalent from a UGC recognized University
- Or
- A Degree in Banking, Business Administration, Commerce or Economics, Accountancy or equivalent from a UGC recognized University with Intermediate or licentiate examination of Institute of Chartered Accountants of Sri Lanka(ICASL) or stage I and II examination of Chartered Institute of Management Accountants of UK (CIMA UK) or DABF of IBSL or Associate Member of IBSL

#### Experience

03 years of executive experience in the field of credit appraisal, credit disbursement, risk operations, and credit recovery functions in a bank or recognized financial institution. The candidate should have good communication and interpersonal skills. Be computer literate.

#### Remuneration

Salary Scale - Rs.79,740-1,500x20-109,740/-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)

### ASSISTANT MANAGER - LOGISTICS

#### Key Responsibilities

The overall purpose of the job is to provide day-to-day administrative assistance to the logistics and Administration division of the Bank. Responsible for organizing and submitting orders to vendors, and handling order processing communications/requests. Preparation and follow-up documents according to the Procurement guidelines issued. This position will also be responsible for inventory management.

#### Qualifications

A Bachelor's Degree in Supply Chain Management, Logistics, Business Administration or any equivalent qualification from a UGC recognized university/institution.

#### Experience

03 years of executive experience in Supply Chain Operations/Logistics in a reputed organization. Experience in Logistics in a Bank would be a definite advantage. The candidate should have good communication, problem-solving skills and interpersonal skills to work independently and handle multiple projects while leading and managing staff.

#### Remuneration

Salary Scale: Rs.79,740-1,500x20-109,740 /-per month together with the Bank approved allowances.

**Age** : Not more than 40 years (The age limit will not however 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** - 17.01.2022

#### 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 confidentiality 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](mailto:careers@smib.lk)