



We are Sri Lanka's premier private sector commercial bank. Our visionary journey has taken us beyond the realms of business as we have made a conscious effort to go where no bank has dared to go, from downtrodden villages long-forgotten, to the world across the shores. The driving force behind this epoch-making journey is our strong team of achievers, affectionately known as the Hatna Family. As we continue to make history and move ahead, we invite dynamic and ambitious individuals to join us in our trailblazing banking sage.

**We are looking for bright minds to help us create a world of happy experiences.**

## **PROJECT MANAGER – DIGITAL & PROCESS AUTOMATION (FIXED TERM CONTRACT)**

### **Job Profile - Consultant (Executive) Digital and Process Automation**

As a part of the Bank's transformational journey, the individual would be responsible to provide subject matter expertise and project management of technology solutions and process automation within the Bank. The individual will have to closely liaise with relevant workstreams and stakeholders from requirement gathering to implementation, thereby ensuring efficient and effective execution of the Bank's digital, tech and BPR related transformational initiatives.

### **Primary Duties & Responsibilities**

- Support the Chief Transformation Officer and Head of Business Transformation by providing subject matter expertise for bankwide process automation, digital and BPR initiatives
- Contribute to the development and refinement of HNB's overall vision and strategy by providing process automation, BPR and digital subject matter expertise
- Execution of the Bank's transformational strategy using necessary Lean, BPR and project management principles
- Working with cross-functional teams and stakeholders during the requirement gathering, design, UAT, implementation and post-implementation stages
- Provide subject matter expertise and technical specifications for digital and process automation projects
- Provide input for designing of MI reports and dashboard in automated solutions
- Driving process changes and continuous improvement
- Continuously improve implemented solutions as business requirements and context evolves
- Execute organization-wide change management as part of digital transformation and process automation initiatives; champion the business and cultural changes in order to ensure buy in to change projects
- Conduct industry benchmarking in BPR, digital and process automation and provide necessary strategic recommendations

### **Academic Qualifications / Credentials**

- A degree from a recognized university or MBA in the field of IT
- Knowledge in MI Report Development
- Diploma in Project Management
- Lean Qualification (Lean Six Sigma - Green Belt or equivalent Lean Certification) or relevant BPR experience will be an added advantage
- A Microsoft SharePoint Certification, or similar qualification-having covered SharePoint usage and applications will be an added advantage

### **Work Experience**

- 4 years experience in a similar role
- Experience in workflow implementation, exposure to robotic process automation and chatbot implementation
- Work experience in a project based environment would be an added advantage
- Experience and knowledge in data warehouse management and SQL query writing

### **Skills Required**

- Problem solving technology-based solutioning skills
- Basic project management principles
- Problem solving skills
- Business understanding
- Execution excellence: planning, organizing & implementing
- Decision making based on logical & analytical thinking
- Customer centricity
- Teamwork & collaboration
- Knowledge of systems & process orientation
- Effective communication skills

### **Other Attributes**

- Attention to detail
- Ability to think and work independently
- Capacity to carry out high-quality work promptly
- Ability to work under pressure and within tight timelines
- Excellent team management skills

Interested candidates are invited to apply for the position by  
**26<sup>th</sup> January 2022 via email to**  
**[careers@hnb.lk](mailto:careers@hnb.lk)**

(Please mention the position applied for in the subject of your email)

