



# Growth is a mindset. Ready to nurture yours?

Seylan Bank, one of the most progressive banks in the country, is seeking a competent and forward thinking person to fill the following vacancy. This is your opportunity to join our dynamic team and move towards your career goals.

## Executive - Compliance

### Job Responsibilities

- Prepare suitable scope documents/mechanisms required for compliance assessments of business/service units.
- Conduct periodic/adhoc compliance assessments and submit reports to the Line Manager on the findings with appropriate recommendations where required.
- Monitor the regulatory reporting aspect of the business/support functions including both timeliness and the accuracy.
- Submit reports to the Line Manager on the findings together with appropriate recommendations.
- Assist the business/service units in implementing the recommendations made subsequent to Compliance Audits/ monitoring activities.
- Involve in compliance awareness activities initiated by the Department by conducting sessions, preparation of training materials/ e-flyers/e-certification contents etc
- Assist the Line Management in providing need based solutions to business/service units pertaining to regulatory compliance.
- Assist the Line Manager to ensure compliance by the bank with FATCA regulations.
- Assist in preparation and submission of management reports.
- Maintenance of the regulatory compliance risk dash board applicable to the business/service units with timely updates.
- Assist in preparation of gap analysis documents and periodic staff awareness flyers with regard to new regulatory developments

### The Person

- Minimum 5 – 6 years of experience in Banking with exposure to Auditing/ Finance/Compliance
- Strong analytical and interpretational skills
- High standard of computer literacy
- Excellent communication skills in English both verbal and written.
- Full or part qualification in Banking from IBSL or any other related qualification from a reputed professional body.

If you fulfill the above criteria, we invite you to email your cv along with a recently taken photograph to [careers@seylan.lk](mailto:careers@seylan.lk) within 7 days of this advertisement.