



## **POST OF EXECUTIVE (FINANCE) – GRADE III CLASS III**

### **Eligibility Requirements**

1. Candidates should be citizens of Sri Lanka.
2. Educational / Professional Qualifications & Experience
  - A fully qualified member of Institute of Chartered Accountants of Sri Lanka (ICASL) with a minimum 5 years of experience in a Finance Department of a reputed bank or a financial institution.

A degree in Finance/Accountancy/Commerce/Business/Public Administration/Mathematics from a university recognized by the University Grants Commission of Sri Lanka will be an added qualification.

3. Age Limit  
Below 45 years (No age limit for internal candidates)

### **Roles and Responsibilities**

- Submission of compliance reports to the regulatory authorities
- Finalization of Annual Accounts
- Preparation of budget, monitoring of Action Plan and submission of periodical management information

### **Other Skills and Competencies**

- Sound knowledge in SLFRS, especially on financial instruments / loan impairment
- Hands on experience in taxation and preparation of monthly, quarterly, and annual tax computations
- Knowledge in Risk and Governance practices
- Should possess well developed interpersonal and management skills to liaise effectively at all levels of management
- Should also possess a proven track record and be a team player and have the ability to work in a computerized environment.
- Commitment to deadlines is essential

### **Terms of employment**

- This position will be on permanent basis subject to a probationary period of one year.

## **Remuneration**

- $\frac{\text{Rs. } 62,060 - 81,660}{980 \times 20}$

The initial monthly gross salary will be Rs.148,234/- approximately with attractive Fringe Benefits.

The applicants selected for the above post will enjoy fringe benefits of medical assistance scheme, housing loan/ other staff loans at concessionary rates of interest, superannuation scheme with both provident fund and ETF benefits and non-contributory pension scheme.

## **SUBMISSION OF APPLICATIONS**

Applicants must use our standard application form which is available in the National Savings Bank Website [www.nsb.lk](http://www.nsb.lk). Applications should be sent under Registered Cover to reach the undersigned on or before on or before **10.10.2022**. An applicant cannot use any other channel in forwarding the application.

Photocopies of the educational/professional & experience certificates should be attached together with the application. Applicants who fail to attach the relevant certificates will not be called for interviews.

Any form of canvassing will lead to immediate disqualification and the Bank reserves the right to call only the short-listed candidates.

The post applied for should be stated on the top left hand corner of the envelope.

## **Deputy General Manager (HRD)**

HRD Division  
National Savings Bank  
Head Office  
Colombo 3.