



# Are you driven by ambitious goals for your future?

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.

## Recovery Relationship Executive

### Job Responsibilities

- Maintain all NPA records and data relevant to the branch.
- Monitor and take action to reduce branch NPA and Watchlist.
- Prepare performance records/ data analysis/priority lists of accounts of the branch to understand the current achievements and future actions to be taken.
- Extracting overdue accounts and preparation of recovery / settlement plan.
- Monitoring and recovery of overdue advances
- Monitor and follow up on provisions and suspense
- Preparation of proposal of reschedulement and full settlements
- Submission of documents to proceed with legal action as applicable
- Preparing impairment as per IFRS standards.

### The Person

- A minimum of 6 - 7 years experience out of which 4 years in credit / recoveries.
- Excellent customer service and relationship management skills.
- Previous experience in offering such service will be an added advantage.
- Team building and Supervisory skills.
- Person should be well updated in general branch operations

Applicants are invited to submit an updated CV along with a recently taken photograph by emailing the CV to [careers@seylan.lk](mailto:careers@seylan.lk) within 7 days of this advertisement