



Can your courage craft our tomorrows?

Growth is a combination of hard-working and commitment. That's why at Seylan Bank, We enrich your growth journey with a progressive culture that empowers your potential. With your determination to succeed and our innovative mindset, together we can re-shape the future of Banking in Sri Lanka.

Senior Manager Human Resources – Performance & Rewards Management

Job Responsibilities

- Facilitating Performance Management process of the Bank which includes designing, implementing evaluating and reviewing Key Performance Indicators of staff in line with the corporate objectives and strategies and facilitating performance appraisal moderation and performance related grievance handling processes to ensure a performance driven culture across the bank.
- Review and development of rewards, including short term and long term incentives, as well as benefits review, to ensure they are in line with the market best practices and business strategies.
- Active involvement and contribution in HR Strategy formulation and operational planning and Providing HR analytics and costing for decision making.
- Budgeting the HR expenses of the overall bank and cascading down to individual branch and department levels.
- Coordinating Compensation and Benefits surveys, benchmarking staff benefits with the industry and providing recommendations.
- Management of the HR- Information System of the Bank and facilitating developments and automations to improve HR delivery process.
- Facilitating Collective negotiations process and finalizing collective agreements with the trade unions.
- Managing the staff insurance scheme which includes issuing RFPs, obtaining quotations, analyzing bids, presenting to Evaluation committees and obtaining the board approvals.
- Overall compensation and benefits management of the Bank which includes management of the bank's payroll and other benefits of 3000 plus employees, releasing terminal benefits, maintenance of EPF, ETF records, distribution of EPF interest, remittance of PAYE to inland revenue, filing of PAYE and ETF returns.

The Person

- Minimum 8-10 years' of experience in HR with at least 05 years solid experience in Rewards and Performance Management in a reputed organization preferably from Banking Industry
- Bachelor's Degree in Human Resource Management or Management from the recognized university /Chartered Qualification in HRM or Full membership from CIPM
- MBA/MSc from a recognized university or a professional qualification in Finance would be an added advantage
- Strong analytical and interpersonal skills with customer service orientation
- Ability to work independently, results oriented with a high degree of responsibility

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