

National Credit Guarantee Institution Limited



JOB VACANCIES

The National Credit Guarantee Institution Limited (NCGIL) is a Public Private Partnership established between the Government of Sri Lanka and 13 leading Shareholder Financial Institutions (SFIs) to support the country’s Micro, Small and Medium Enterprise (MSME) sector. The NCGIL provides credit guarantees to SFIs and promotes cashflow based lending for viable MSMEs which will foster economic growth and prosperity.

We are seeking individuals who are committed, possess strong communication skills with a sound knowledge of the MSME ecosystem, attention to detail, and can work effectively as part of the team.

If you are a candidate who wants to impact and accelerate the growth of the MSME sector, join us!

Key Qualifications, Experience and Responsibilities

Manager - Claims Responsible for the effective management of operational processes including planning, implementing, and monitoring of solutions with adherence to regulatory compliance in covering the entire functions of the Claims Department.	<ul style="list-style-type: none">● Bachelor's degree in a relevant field or equivalent professional qualification(s) from recognized institutes.● A minimum of 4 years of relevant experience in financial institutions at a senior managerial position.
Guarantee Administration Executive To facilitate the guarantee administration process, which entails the conduct of initial credit analysis; update loan portfolio; liaise with SFIs to obtain borrower information; register borrowers; maintain records; reporting and related work.	<ul style="list-style-type: none">● Bachelor's degree in Commerce, Economics, Accounting, Finance, Business Administration or any other related area.● A minimum of 2 years of experience in MSME lending in a bank / financial institution.● Proficiency in Microsoft Office software.
Procurement & Administration Executive Supporting the overall management of the procurement process; identify and develop procurement budgets; identifying and mitigate procurement risks and streamline the procurement and administration process	<ul style="list-style-type: none">● Bachelor's degree or an equivalent professional qualification(s) from a recognized institute(s).● Procurement experience in a similar role preferably in a government institution.● Knowledge in GOSL procurement guideline 2024 and HND in Public Procurement & Contract Administration would be an added advantage.● Proficiency in Microsoft Office software.

** All applicants must be of age of maximum 57 years as of the application closing date.*

Remuneration Package

All job roles are permanent full-time positions and an attractive remuneration package for the selected candidates shall be provided.

Selection Process

Selection will be made through a comprehensive interview process and please note that only qualified candidates will be notified at all stages of the selection process.

If you are interested and possess the relevant requirements, please forward your complete resume in PDF format with email addresses of two non-related referees to **info@ncgil.lk** within 7 days of this advertisement.

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