

BE PART OF OUR

GROWTH STORY

SENIOR BANKING ASSISTANT CREDIT SERVICES DEPARTMENT



You should ideally:

- possess minimum 4 years of experience in banking/financial institution, preferably in the field of accounting/auditing
- possess a part qualification in ICASL or CIMA or ACCA (will be an added advantage)
- be an effective communicator with strong interpersonal skills
- possess keen attention to detail and a proactive approach to problem-solving
- possess basic proficiency in Microsoft Word and Excel & proficiency in Microsoft Word and Excel
- have strong analytical ability and a solid foundation in accountancy and have sound knowledge of banking systems and applications
- be knowledgeable about regulatory frameworks and capable of implementing regulatory requirements

You will be mainly responsible for:

- creating and authorizing credit limits for various financial products while checking and verifying loans, guarantees, overdrafts, and disbursements
- Authorizing loan disbursements and the opening of letters of credit, while verifying overdraft facilities and ensuring compliance with internal policies
- Verifying loan recoveries, ensuring the accuracy of data entered with each request, and confirming adherence to Delegation of Authority (DA) procedures
- Handling limit extensions including overdraft limits, loan limits, and import lines by complying with pre-disbursement conditions outlined in approvals and adhering to Delegation of Authority (DA) procedures and the latest tariff guide
- Managing limit deletions by ensuring recommended actions are accurately implemented
- Implementing loan adjustments, including rescheduling and restructuring, modifying interest rates, applying rate reductions for refinance loans, and managing waivers and prepayments
- Providing accurate information and clarification to clients and bank officers, including responding to queries and supplying figures for full loan settlements, audit confirmations, and other required details
- Conducting post-checks on data entry and monitoring unauthorized activities within the Core Banking System to ensure operational integrity and compliance

We are an equal opportunity employer, committed to promoting an inclusive and diverse environment. Recruitment to the Bank is based solely on merit and competency irrespective of other characteristics that make our employees unique. Any form of canvassing is discouraged. Correspondence will only be with the short-listed candidates.

Please apply via e-mail by sending an updated CV or a DFCC Bank application form which could be downloaded from our website to recruit@dfccbank.com with the post applied for in the subject by **10th November 2025**.

Chief Human Resource Officer
DFCC Bank PLC 73/5,
Galle Road, Colombo 03

0112 350000  www.dfcc.lk

Fitch Ratings A (lka)
Licensed Commercial Bank supervised by CBSL