



# Growth is a mindset. Ready to nurture yours?

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.

## Operations Officer – Transaction Banking

### Job Responsibilities

- Coordinate with Relationship Managers, departments and branches to ensure timely, accurate and efficient transactional flow.
- Proactively recommend improvements for account operations.
- Foster team spirit & ensure compliance with bank policies & local laws.
- Support Management Information System (MIS), fee income tracking, conversions and revenue realization.
- Resolve escalated client issues with account management teams.
- Liaise with MIS for client performance & profitability reports.

### The Person

- A minimum of 5 years of experience out of which 3 years in Transaction banking including Liability Sales, Onboarding new Clients, and successful record of accomplishment managing of client relationships.
- A full or part qualification in Banking / Finance.
- Sound knowledge in MS Office and should be of analytical mind with flair for numbers.
- Excellent communication and interpersonal skills.

If you fulfill the above criteria, we invite you to email your cv along with a recent photograph to [careers@seylan.lk](mailto:careers@seylan.lk) within 7 days of this advertisement.

Only the shortlisted candidates will be contacted by Seylan HR.