

# VACANCIES



## CREDIT INFORMATION BUREAU OF SRI LANKA

The Credit Information Bureau of Sri Lanka (CRIB) plays a pivotal role in the country's financial ecosystem by facilitating and enhancing credit flow and promoting credit inclusivity. This is achieved through the provision of timely and accurate credit information to licensed banks and financial institutions, thereby supporting informed lending decisions.

As part of our ongoing, technology-driven and innovation-focused development roadmap aimed at broadening the Bureau's reach and impact within the financial sector, we are seeking to recruit dynamic and forward thinking professionals to join our team in the following capacities.

### CHIEF MANAGER / SENIOR MANAGER - FINANCE

Serve as a strategic finance partner to Senior Management by providing high-level financial and business guidance, acting as the key finance point of contact, and driving financial discipline across the organization while ensuring compliance with statutory requirements, accounting standards, and governance frameworks.

#### KEY RESPONSIBILITIES:

- Lead the overall financial strategy, aligning financial planning with the organization's strategic objectives and implementation roadmap.
- Oversee consolidated Annual Budget Preparation [ABP], Capital Expenditure Planning to ensure implementation of strategic roadmap.
- Ensure timely, accurate, and compliant financial statements & related reports are prepared in line with SLFRS/LKAS.
- Establish and maintain strong financial control and risk management frameworks, ensuring continuous improvement and adherence to approved policies, manuals, and procedures.
- Monitor cash flow, liquidity, and working capital to maintain a smooth finance operation, funding CAPEX and key cash outflows whilst optimizing the RoI in financial investments in line with the policies of the organization.
- Ensure adherence to applicable tax regulations and audit standards while coordinating internal and external audit engagements with relevant departments, ensuring timely completion of audits.
- Provide financial analysis, scenario planning, and risk assessments to support business initiatives and decision-making.
- Lead and develop the finance team, fostering high performance and continuous professional growth.

#### QUALIFICATIONS & EXPERIENCE:

- Fully qualified member of a recognized professional accounting body - Institute of Chartered Accountants of Sri Lanka (CA Sri Lanka), Association of Chartered Certified Accountants (ACCA UK), or Chartered Institute of Management Accountants (CIMA UK).
- Having an MBA will be an added advantage.
- Minimum 10 years of experience with at least 5 years in a managerial or senior managerial capacity, preferably in a leading service sector organization.
- Minimum of 2 years of hands-on experience in financial auditing with a reputed auditing firm.

#### WORK PROFILE:

- Direct reporting to the Director/General Manager.
- Develop and execute time-bound, target-oriented business objectives in line with the overall strategic plan of the Bureau.

### ASSISTANT MANAGER PROCUREMENT

The Assistant Manager – Procurement will primarily be responsible for planning, sourcing, and procuring the systems, goods, equipment and services required to provide timely and accurate services to the finance sector, ensuring compliance with the National Procurement Guideline, maintaining transparency and efficiency.

#### KEY RESPONSIBILITIES:

- Develop a procurement framework for the CRIB enabling planned procurements are carried out in a timely manner ensuring compliance with the National Procurement Guideline.
- Responsible for planning, organizing, coordinating, implementing and monitoring of Annual Procurement Plan of the CRIB.
- Responsible for timely preparation of Bidding Documents, Request for Proposals (RFP) for procurement of goods, technology driven operating systems, and other services collaborating with the relevant management team members.
- Responsible to call and collect required bids, proposals or quotations from suppliers, evaluate them for conformity to specified requirements, conduct price negotiations, and agree for terms & conditions with selected suppliers, contractors, service providers and consultants, within the agreed time lines in compliance with the National Procurement Guideline.
- Ensure, in consultation with the requestor, that the completed procurements conform to the specifications/requirements in the Purchase Order/ Contract Agreement.
- Responsible to prepare & submit management information reports of procurement functions as and when requested by the management in compliance with the National Procurement Guideline.
- Responsible to update and maintain the procurement, vendor, contractor, service provider database.

#### QUALIFICATIONS & EXPERIENCE:

- Bachelor's Degree in Procurement, Business Management or an equivalent qualification.
- Having a post graduate qualification will be an added advantage.
- Minimum 4 to 6 years' work experience.
- A good understanding on the National Procurement Guidelines and the National Procurement Manual is essential.

#### WORK PROFILE:

- Direct reporting to the Senior Manager HR & Administration.
- Execute time-bound, cost saving oriented procurement plans in line with the overall strategic operational plan of the Bureau.

#### REMUNERATION

An attractive remuneration package in par with the market standards are on offer to the prospective candidates.

#### SELECTION

- Through interviews. The Bureau reserves the right to call only short listed candidates.
- All information provided will be treated in a strict confidential.

Interested individuals are requested to forward an e-mail **quoting the position applied under subject of the email to [vacancy@crib.lk](mailto:vacancy@crib.lk)** with a comprehensive Curriculum Vitae and contact details of two non-related referees within 7 days of the publication of the advertisement.

All information will be handled with the utmost confidentiality and will only be accessible to the involved parties (Candidate and Institution) for this purpose. Canvassing in any form will be an immediate disqualification.

**THE DIRECTOR / GENERAL MANAGER,  
CREDIT INFORMATION BUREAU OF SRI LANKA,  
No. 201, Sir James Peiris Mawatha, Colombo 02.**