



SRI LANKA EXPORT CREDIT INSURANCE CORPORATION
MINISTRY OF FINANCE, PLANNING AND ECONOMIC DEVELOPMENT
VACANCIES

The Sri Lanka Export Credit Insurance Corporation invites applications from suitably qualified candidates for the following positions:

01. Deputy General Manager (Marketing) HM 1-3 – Post 01

External Candidates (1 or 2 below)

1. A Bachelor's Degree in Marketing, Business Administration, Business Management, Commerce or any other relevant field which is recognized by the U.G.C.

WITH

A Postgraduate Degree qualification (Masters' Degree) in the relevant field or Associate Membership of recognized Professional Chartered Institute, which is relevant in the subject area of the post

AND

Minimum of 15 years experience at a "Managerial Level" out of which 02 years of experience should be at Senior Management Level with a proven track record in a Corporation, Statutory Board/ Institution or a Reputed Private Institution.

OR

2. Fellow/Full Membership of recognized Professional Chartered Institution in a related field of the post

AND

Minimum of 15 years experience at a "Managerial Level" in a Corporation, Statutory Board/ Institution or a reputed private institution.

Internal Candidates (1 or 2 below)

1. Having obtained the qualification required by the external candidates above

OR

2. A minimum of two (2) years satisfactory service in a post in the Senior Manager (HM) category in the subject area relevant to the post.

Age : Should be not less than 35 years and not more than 55 years. The upper age limit will not apply to the internal candidates.

Salary : HM 1-3 Rs. [152,500 - 15 x 4,100 -214,000] (as per MSD Circular 01/2025) + Cost of Living + Professional Allowance + KPI Incentive + Medical benefits + Corporation maintained vehicle or vehicle allowance + fuel allowance and other approved allowances as per Circulars

02. Junior Manager (Marketing) JM 1-2 (Grade II) – Post 01

External Candidates (1 or 2 below)

1. A Bachelor's Degree in Marketing, Business Administration, Business Management, Commerce, or any other relevant field which is recognized by the U.G.C.

OR

2. Having passed the Intermediate Examination of a recognized Professional Chartered Institute of which the subject areas is relevant to the post.

Internal Candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.

OR

2. Completion of minimum five (5) years satisfactory service in a post of the 'Management Assistant-Non Technological' (MA1) Grade II, in the subject area relevant to the post.

Age : Should be not less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary : JM 1-2 Rs. [74,010-10X1, 360-18X2,040-124,330] (as per MSD Circular 01/2025) + Cost of Living + Communication Allowance + KPI Incentive + Medical benefits and other approved allowances as per Circulars

03. Junior Manager (Claims & Recoveries) JM 1-2 (Grade II) – Post 01

External Candidates

A Bachelor's Degree in Law, Commerce, Accountancy, Finance or any other relevant field which is recognized by the U.G.C.

Internal Candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.

OR

2. Completion of minimum five (5) years satisfactory service in a post of the 'Management Assistant-Non Technological' (MA1) Grade II, in the subject area relevant to the post.

Age : Should be not less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary : JM 1-2 Rs. [74,010-10X1, 360-18X2,040-124,330] (as per MSD Circular 01/2025) + Cost of Living + KPI Incentive + Medical benefits and other approved allowances as per Circulars

04. Junior Manager (HR & Admin) JM 1-2 (Grade II) – Post 01

External Candidates

A Bachelor's Degree in HRM, **Business Administration**, Business Management (HR), Public Administration, Public Management, Commerce or any other relevant field which is recognized by the U.G.C.

Internal Candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.

OR

2. Completion of minimum five (5) years satisfactory service in a post of the 'Management Assistant-Non Technological' (MA1) Grade II, in the subject area relevant to the post.

Age : Should be not less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary : JM 1-2 Rs. [74,010-10X1, 360-18X2,040-124,330] (as per MSD Circular 01/2025) + Cost of Living + KPI Incentive + Medical benefits and other approved allowances as per Circulars

05. Personal Assistant to General Manager MA 1-2 (Grade III) – Post 01

External Candidates (1 and 2 and 3 below)

1. Having passed the G.C.E. (O/L) examination in six subjects in one sitting with credit passes for four subjects including.

- i. Sinhala /Tamil
- ii. English Language
- iii. Mathematics

2. Having passed three subjects (other than the General Paper) at the G.C.E. (A/L) examination.

3. Having obtained a NVQ 3 Level qualifications in secretarial practice.

Internal Candidates

Employees of the categories of Primary Level-Skilled and Primary Level -Unskilled who possess the following qualifications are eligible to apply.

Educational:

Having passed the G.C.E. (O/L) examination in six subjects with credit passes for four subjects including.

- i. Sinhala /Tamil
- ii. English Language
- iii. Mathematics

Having obtained NVQ 3 Level qualification in relevant field.

Age : Should be not less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary : MA 1-2 Rs. [46,220 -10 x540 – 7x630-12x1,080-12x1,280-84,350] (as per MSD Circular 01/2025) + Cost of Living + KPI Incentive + Medical benefits and other approved allowances as per Circulars

General Conditions

Every applicant,

- Should be a citizen of Sri Lanka.
- Should be physically and mentally fit to discharge the duties of the post well.
- Should be of excellent moral character.

Interested candidates are requested to visit the official website (<https://www.slecic.lk/web/index.php/en/>) and obtain detailed information regarding the above positions. Employees from Government Departments, State Corporations & Statutory Bodies should forward their applications through the respective Head of Institution including the possibility of being released if selected.

Applications for the above posts, along with photocopies of relevant certificates and details of two non-related referees, should be sent by registered post addressed to the "**Chairman & Managing Director, Sri Lanka Export Credit Insurance Corporation, Level 4, NDB-EDB Tower, No. 42, Nawam Mawatha, Colombo 02**" to be received **on or before 05th June 2026**. The post applied for should be mentioned **on the top left-hand corner** of the envelope.