



Sampath Bank

WE PRESENT YOUR FUTURE



NOTARY CLERK

“SUPPORT THE INTEGRITY OF
OUR LEGAL PROCESSES THROUGH
ACCURATE DOCUMENTATION &
PROFESSIONAL NOTARIAL ASSISTANCE.”

REQUIREMENTS:

- Minimum three (03) years of experience as a Notary Clerk in a Bank, Financial Company, Law Firm or under a Senior Lawyer, who handles civil and notary work
- Age preferably below 35 years

KEY RESPONSIBILITIES:

- Conduct Land Registry searches pertaining to immovable properties, obtain certified extracts and other related Deeds / documents
- Attend the Land Registry for bond registration activities and obtain Collect last extracts for the registration verification
- Perform searches in District Courts pertaining to relevant cases and obtain certified copies of relevant documents
- Carry out searches at the Registrar of Companies and obtain certified copies of related documents

OTHER COMPETENCIES REQUIRED:

- Sound knowledge related to Land Registry searches, ROC searches
- Sound knowledge in perusing cases at the District Courts
- Ability to work in all three languages will be an added advantage

An attractive remuneration package, coupled with a modern and conducive work environment, awaits the right candidate. Please apply online, stating qualifications and experience, **on or before the 28th August 2026**. Selection will be strictly on merit. Any form of canvassing will be a definite disqualification. Only shortlisted candidates will be contacted.

[Click here to apply](#)

Chief Human Resource Officer
Sampath Bank PLC, No. 110, Sir James Peiris Mw., Colombo 02.



Suggestions & Complaints

Supervised by the Central Bank of Sri Lanka | Fitch Ratings 'AA-(lka)'/RWN

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Rise
WITH SAMPATH