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To
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Certified

SEP 2025-SEP 2026
LKA

BE PART OF OUR

GROWTH STORY

MANAGER – RECOVERIES LEGAL OPERATIONS PFS COLLECTIONS & RECOVERIES



You should ideally:

- possess a Bachelor's Degree in Law
- have a minimum of 3 years' experience in recoveries, collections, legal recoveries, banking operations, litigation support, or related fields, with exposure to managing legal recovery portfolios
- possess sound knowledge of debt recovery processes, litigation and court procedures, insolvency processes, legal recovery documentation, and proceedings relating to non-performing facilities
- possess a strong understanding of banking products, credit facilities, securities, collateral management, and recovery strategies
- have the ability to effectively liaise and build relationships with external legal counsel, courts, and internal stakeholders in relation to recovery matters
- be able to work independently, manage multiple priorities, meet deadlines, and maintain a high level of confidentiality, professionalism, and integrity

You will be mainly responsible for:

- monitoring and tracking the progress of debt recovery cases, legal proceedings, court dates, hearings, judgments, and other key milestones
- coordinating and liaising with PFS Supervisors, Branches, stakeholders, and external legal firms to facilitate legal actions, court filings, and case progression
- reviewing and recommending legal recovery strategies and appropriate actions to maximize recoveries and improve recovery outcomes
- ensuring the timely filing, follow-up, and closure of legal actions while maintaining compliance with legal and regulatory requirements
- monitoring, identifying, and escalating pending actions and bottlenecks to minimize delays in legal proceedings and recovery outcomes
- preparing and submitting management reports while providing regular updates on case status, recovery performance, and key issues requiring management intervention

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 **14th September 2026**.

Chief Human Resources Officer
DFCC Bank PLC 73/5,
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Fitch Ratings A (lka)
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 **DFCC BANK**
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