

VACANCY

NSB FUND MANAGEMENT CO. LTD.

NSB Fund Management Co. Ltd is a fully owned Subsidiary of National Savings Bank and dedicated Primary Dealer appointed by the Central Bank of Sri Lanka. The Company invites applications from eligible candidates for the following vacancy.

POST OF COMPLIANCE OFFICER

ELIGIBILITY REQUIREMENTS

1. Candidates should be citizens of Sri Lanka
2. Educational / Professional Qualifications
 - Attorney-at-Law **OR** Bachelor of Laws (LLB) from a recognized University by the University Grants Commission of Sri Lanka
3. Experience
 - A minimum of three years' experience in the similar capacity in a Bank, Primary Dealer Company, Finance Company or Similar Field
4. Age Limit
 - Below 45 years

ROLES & RESPONSIBILITIES

- Draft and revise the compliance policies and protocols on behalf of the organization.
- Develop and implement a compliance program to ensure that the organization operates in accordance with the laws, rules, directions and internal policies.
- Prepare and review the Agreements related to functions of Custodian, Trustee etc.
- Remain up to date on applicable laws and directions related to the organization and update the policies accordingly.
- Provide regular reports to the Board of Directors and other relevant bodies detailing current status of Compliance.
- Perform compliance audits to determine whether the established protocols are being followed and where they can be improved.
- Educate and train employees on regulations and industry practices.
- Maintain and up to date the written documentation and policies related to the organization's business activities.

TERMS OF EMPLOYMENT

This position will be on permanent basis subject to a probationary period of one year.

REMUNERATION

Initial Monthly Gross Salary will be;
Rs. 105,000/-

SUBMISSION OF APPLICATIONS

Applications giving full bio-data including educational/professional qualifications, experience and names and addresses of two non-related referees should be sent in under registered cover to reach the undersigned or e-mail to secretary.fmc@nsb.lk on or before 19.12.2021. The applicant cannot use any other channels in forwarding the application.

Photocopies of the educational /professional & experience certificates should be attached together with the application. Applicants who fail to attach the photocopies of the relevant certificates shall not be called for interviews.

Any form of canvassing will lead to immediate disqualification and the Company reserves the right to call only the short-listed candidates.

The post applied for should be stated in the e-mail as the subject.

Chief Executive Officer
NSB Fund Management Co. Ltd
No.400, Galle Road
Colombo 03.