

Career Opportunities at SMIB

SMIB, as the premier housing bank to the Nation, is in the process of restructuring the bank's operation to offer a higher level of customer satisfaction and a wider variety of services. As such, we invite applications from candidates who have demonstrated dynamic leadership roles and make full commitment to achieve business goals with relevant qualifications and experience for the following posts.

CHIEF MANAGER - LEGAL

Key Responsibilities

- Coordination of matters pertaining to the Legal Division of the Head Office and Branches of the Bank
- Examine title reports, preparing and executing mortgage bonds, releasing loans
- Preparing and excusing lease agreements /MOU, indentures, supplementary mortgage bonds and other legal documents on behalf of the Bank
- To draft complaints, affidavits, petitions and file cases at the relevant Courts matters and appear in the court cases when required representing SMIB
- Tender advice to the management on matters connected or incidental to the legal Guide/Advice management on available bank formats, security documents, setting out terms and conditions of agreement in line with prevailing legal practices
- Undertake preparation of monthly progress reports and other special reports in respect of the legal functions of the Bank and monitor, update the progress of the legal cases and report to the Board.
- Coordinate with Assistant General Manager-Legal and Legal officer ensuring that all of them are adhering to regulatory requirements ,circular instructions, banking practices and internal standards of the Bank

Qualifications & Experience

An Attorney-at-Law with 12 years' experience or a Bachelor's Degree in Law (LLB) from a recognized university with 08 years' experience. Master of Laws (LLM) will be a distinct advantage.

The experience in Civil Law court practice along with conveyance practice with at least three (03) years at Senior Management Level. The experience in a Banking institution will be an added qualification.

Remuneration

Salary Scale - Rs. 158, 315 - 4,390 x 12 - 210,995 per month together with bank approved allowances (10% Allowance, Cost of Living & Rent Allowance) .Monthly gross salary on this basis would be approximate.

Age - Not more than 50 years (However, the age limit will not apply to those already employed in a state sector organization)

COURT CLERK - GR II

Qualifications

GCE (O/L) Six (06) Subjects in not more than two sittings with Credit Passes in Sinhala, English Language and Mathematics subjects.

GCE (A/ L) with Three (03) passes
Computer Literacy

Experience

A minimum of Five (05) years' court work in a state organization or in a recognized establishment.

Remuneration

Salary Scale- Rs. 44,810 - 440 x 20 - 53,610 per month together with bank approved allowances (10% Allowance, Cost of Living & Rent Allowance) .Monthly gross salary on this basis would be approximate.

Age - Not more than 50 years (However the age limit will not apply to those already employed in a state sector organization)

General Conditions

Method of Selection - Inviting applications as per the recruitment policy and procedure of the bank.
Selection by an Interview

Other Benefits

- Provident fund contribution 15% by the employer and 10% by the employee. The bank contributes to the ETF
- The annual bonus of two months gross salary
- Housing loans at concessionary rates after confirmation in the service
- Benefits under the bank's medical scheme
- Encashment of unutilized medical leave

Closing Date for Applications - 28/03/2022

How to Apply:

Interested qualified candidates should send their Curriculum Vitae and copies of their Educational/ Professional transcripts and the names, addresses and contact numbers of two professional non-related referees via the below email address.

All applications will be treated in strict confidentiality and any form of canvassing will be regarded as a disqualification. The Bank reserves the right to decide the selection, postponement or cancellation of recruitment or any other action and/or change the selection criteria for this recruitment. The decision of the Board of Directors will be final and conclusive.

Applications should only be sent via careers@smib.lk