



# State Mortgage & Investment Bank

## 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.

### Deputy General Manager – Finance & Planning

#### Key Responsibilities :

As the in-charge of Accounting and Finance Department, DGM-Finance & Planning is required to lead and manage entire functions including introducing and implementing sound internal control systems, preparing annual budgets, corporate plans, preparing annual financial statements and liaison with the external auditors. He/ she is responsible for introducing and reviewing business policies, mobilization of funds, preparation of performance reports, and carry out any other duties assigned by General Manager/Board of Directors.

#### Qualifications :

Bachelor's Degree in Accounting or Finance from a UGC recognized University

And Intermediate Level qualification of ICASL/CIMA/ACCA - UK

A Master's degree in the related fields would be an added qualification.

OR

Full Professional Membership of ICASL/ CIMA/ACCA - UK

#### Experience :

15 years' experience in the relevant field of which minimum 05 years at senior management level and experience in the relevant field in a banking institution.

### Deputy General Manager – Human Resource

#### Development and Management

#### Key Responsibilities :

As the in-charge of the Human Resources Management Functions of the bank, DGM- HRD & Management is required to lead and manage overall administrative functions of the head office, branches and maintain overall control of all aspects of infrastructure services and supplies. He/she is responsible for formulating and monitoring of HRM strategies in line with the corporate plan of the bank ensuring effective implementation of HR policies such as employee performance management policy, training and development policy and employee disciplinary policy and coordinating all labour related work connected with legal matters and represent the bank in Courts of Law/Labour Tribunals where applicable.

#### Qualifications :

Bachelor's degree in Human Resources from a UGC recognized university.

And full Professional membership from a recognized Human Resources Institute.

A Master's degree in the related fields would be an added qualification.

#### Experience :

Overall, 15 years' experience in the relevant field of which a minimum of 05 years at senior management level and experience in the relevant field in a banking institution or similar.

#### Remuneration :

Salary Scale- Rs.196,570-6895x12-279,310 per month together with bank approved allowances. Monthly gross salary on this basis would be approximate.

Minimum	Maximum
Rs.297,214/-	Rs.406,430/-

**Age** - Not more than 50 years (The age limit will not, however, 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 Interview

#### Other Benefits :

- Provident fund contribution 15% by the employer and 10% by the employee. The bank contributes 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** - 02.11.2020

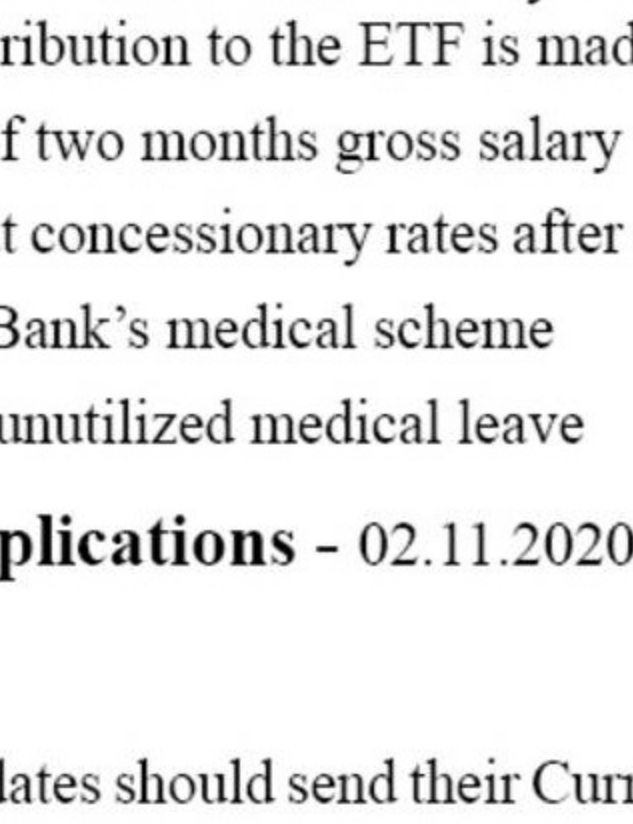
#### How to Apply :

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. Post applied for should be indicated on the top left-hand corner of the envelope enclosing the application.

All applications will be treated in strict confidential 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 be sent under Registered Post to :

**General Manager / CEO,  
State Mortgage and Investment Bank,  
No.269, Galle Road,  
Colombo 03.**



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### IT Network & Communication Analyst/Administrator

#### Key Responsibilities

- Efficient and effective management of the Bank's LAN/WAN and Internet system to provide reliable and secure operations.
- Upgrade, design and implementation of network infrastructure as per layered security architecture
- Build high availability and disaster recovery capability
- Ensure Network Security with proactive monitoring and complying to industry standards
- Manage Network Information Security Threats
- Vendor management of services, implementation, maintenance and support contracts / service level agreements.
- Capacity planning, health check monitoring and management reports for data / voice network.
- Develop system recovery processes to minimize the impact of disaster scenarios.
- Adhere to the established Information Security Policy of the Bank.
- Respond to inquiries from a variety of sources (Eg: Regulators, Auditors, Management, vendors and service providers etc.) for the purpose of providing technical assistance and support.
- Knowledge in IBM, Unix, Linux, Solaris, Windows 2008, Windows 2012 server administration.
- Conduct network traffic analysis and proactively report on possible issues.

#### Qualifications & Experience

##### Qualifications

A Degree of a recognized university in Computer Science or a degree of a recognized university in Mathematics, Statistics, or Electronics with a diploma (minimum of one year) in Computer Systems design or an equivalent qualification from the National Institute of Business Management or from a recognized Institution.

##### Experience

Overall 4 years experience in the field of Information Technology of which at least 2 years as a System/Network Administrator in a reputed organization. Preferably the experience in a bank or recognized financial institution. Candidate should have good communication, interpersonal skills.

##### Remuneration

**Salary Scale: Rs. 49,195 - 840\*20 - 65,995** per month together with Bank approved allowances. Monthly gross salary on this basis would be approximate.

Minimum	Maximum
102,678/-	124,855/-

**Age:** Not more than 40 years (The age limit will not however 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 Interview

##### Other Benefits

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

**Closing Date for Applications** - 02.11.2020

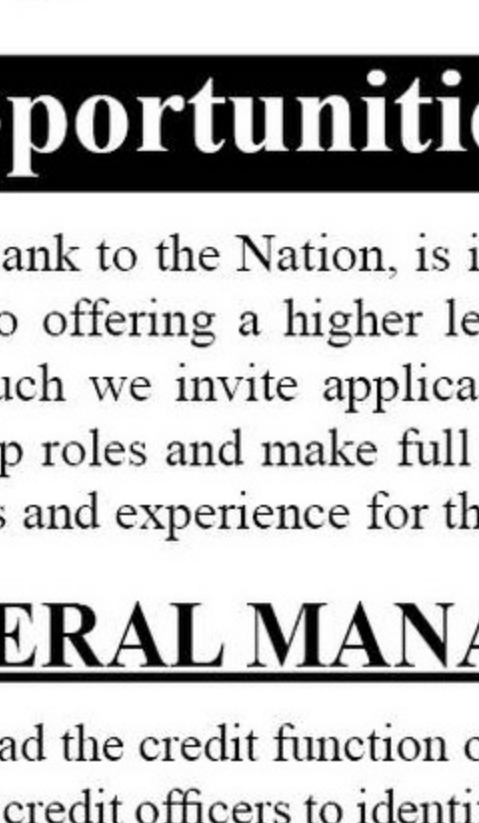
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### ASSISTANT GENERAL MANAGER (CREDIT)

Overall purpose of the job is to lead the credit function of the bank to build a quality credit portfolio by guiding and directing credit officers to identify and sourcing creditworthy client profile through credit analysis, and ensure credit disbursement and minimum NPL towards agreed targets by adhering to regulatory requirements and internal controls of the Bank.

#### Key Responsibilities :

- Review and formulate policies, procedures and plans rated to credit functions of the bank in order to comply with business goals and regulatory requirements
- Guide and support credit officers in promotion of loan products of the Bank
- Guide and supervise the credit officers, particularly on credit appraisals, credit analyses, documentation and disbursement process in view of identifying and sourcing of credit worthy client profile which is impacting bank profitability and minimum NPL
- Supervise, guide and coordinate credit officers in order to ensure that they are adhering to regulatory requirements, circular instructions, banking practices and internal standards of the Bank
- Supervise and be attentive in recovery actions, monitor loan repayments and guide credit staff to maintain effective customer network
- Positive contribution made in acquisition of creditworthy client profile and increasing the amount of loans granted and earning profits while contributing to the overall growth of the Bank

#### Qualifications & Experience

##### Qualifications

A Bachelor's Degree in Banking

or

A Bachelor's Degree in Commerce/Management and full membership of a professional Banking Institution.

##### Experience

Overall 12 years' experience in the relevant field of which a minimum of 05 years at senior management level and experience in the relevant field in a banking institution.

##### Remuneration

Salary Scale: Rs.158,890 - 4,935 x 12 - 218,110 per month together with Bank approved allowances. Monthly gross salary on this basis would be approximate.

Minimum	Maximum
Rs. 247,189/-	Rs.325,359/-

**Age:** Not more than 45 years (The age limit will not however 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 Interview

##### Other Benefits :

- Provident fund contribution 15% by the employer and 10% by employee. Contribution to the ETF is made by the Bank
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