



*Pan Asia Bank, The Truly Sri Lankan Bank, with over twenty-seven years of experience in the Banking Industry, is on an ambitious growth trajectory. The Truly Sri Lankan Bank was recognized at the National Business Excellence Awards organized by the National Chamber of Commerce of Sri Lanka with two prestigious awards: the Runner-up Award for the Banking Sector and the Merit Award for Corporate Governance. These awards are a testament to strong financial/business fundamentals and how well the bank has laid a framework to mitigate any risks. In addition, Pan Asia Bank was also awarded 'Best Employee ESG Program of the Year 2022' by Global Banking & Finance Awards UK. It was also honored by LMD as one of the top 15 'Most Awarded Entities' in Sri Lanka, while being among LMD's 'Most Respected Entities' and Business Today magazine's Top 40 Business Entities in Sri Lanka.*

*We are looking to handpick a dynamic, results-oriented and highly motivated individual to join us on this exciting journey and to make a positive contribution as a valued member of our growing organization.*

## **ASSISTANT GENERAL MANAGER - LEGAL**

### **(To Head the Legal Department)**

#### **Job Profile:**

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- Plan, implement and review the divisional objectives to ensure that they are in line with the Bank's objectives
- Draft and periodically review all notarial documents, documents of banking products and other banking documents while managing and supervising the security documents of the Bank
- Negotiate, draft and approve all financial and other agreements with national and international financial institutions and service providers with a view to safeguarding Bank's interests
- Approve "Bank Guarantees" issued by the Bank
- Ensure compliance with legal risk management, provide legal advice to other departments and branches on legal developments and educate related staff on legal documentation as and when required
- Represent the bank in judicial courts in special cases for matters relating to the Bank
- Negotiate with opposing Lawyers/Clients and facilitate in entering into court settlements to ensure early recovery of monies due to the Bank on cases handled by Legal Department
- Coordinate with all the business departments of the Bank and prioritize legal risk in all dealings and transactions
- Oversee operations of the Mortgage Bond Unit
- Manage the costs of legal services and achieve the given fee income targets
- Build and maintain relationships with outside counsels and use extensive networks to keep abreast of the latest enactments and case law
- Mentor the legal team and other members of the staff

#### **Candidate Prerequisites:**

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- Minimum 25 Years of work experience as a Legal Officer out of which 10 years as a Senior Lawyer preferably in a commercial bank
- Should be an Attorney at Law and Notary Public
- Bachelor's Degree in Law from a recognized University is a must and possession of a Masters in Law is preferred
- Thorough knowledge of the banking industry/functions of its business units
- Should have excellent interpersonal and negotiation skills with strong advocacy, communication and analytical skills
- Must be an innovative thinker, with effective and high-quality decision making ability that leads to balanced business decisions
- Ability to multitask and work under pressure with a positive mindset

#### **Remuneration:**

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The successful candidates will be provided with an attractive remuneration package including fringe benefits, commensurate with industry standards and will be **placed in an appropriate grade based on the level of competencies and experience.**

Please forward your resume within 07 days of this advertisement, stating contact details of two non-related referees, to [careers@pabcbank.com](mailto:careers@pabcbank.com) indicating the position applied for in the "Subject" line. Information forwarded by you shall be treated strictly confidential and referees shall be contacted with your consent.

**Head of Human Resources,  
Pan Asia Banking Corporation PLC  
No 450, Galle Road, Colombo 03**