



We are Sri Lanka's premier private sector commercial bank. Our visionary journey has taken us beyond the realms of business as we have made a conscious effort to go where no bank has dared to go; from downtrodden villages long-forgotten, to the world across the shores. The driving force behind this epoch-making journey is our strong team of achievers, affectionately known as the Hatna Family. As we continue to make history and move ahead, we invite dynamic and ambitious individuals to join us in our trailblazing banking saga.

## We are looking for bright minds to help us create a world of happy experiences.

### MICROFINANCE ASSOCIATE

HNB "Gami Pubuduwa" the award winning Microfinance scheme of the Bank has now completed over 30 years of social revolution since its inception in 1989. This initiative has provided Microfinance solutions to a large number of micro entrepreneurs and created employment opportunities for countless number of people in the country through our dedicated field staff. The Bank intends to extend this great initiative by strengthening the team on the field with energetic young individuals as Microfinance Associates to serve the rural public in uplifting their lives.

#### Job Role

The objective of the Microfinance scheme is to bring banking to the doorstep of the rural community and to be a link between the Bank and the village. The selected candidate is expected to build confidence and trust among the rural clientele while enhancing the image of the Bank by maintaining high ethical values and conduct.

#### Qualifications

- G.C.E. Advanced Level Examination, minimum of three Simple passes
- G.C.E. Ordinary Level Examination minimum of 5 Credit passes including Mathematics and English (in no more than one sitting)
- Full/partly completed Professional/Academic qualification offered by a recognized institute will be an advantage

#### Age

- Between 18 and 25 years

#### Skills and Capabilities

- Clear commitment to work in the field and serve at our outstation Customer Centres
- Ability to work independently with minimum supervision
- Basic knowledge in IT
- Flair for good interpersonal relations and customer service is vital
- Good communication skills with the ability to relate to the relevant customer segment
- Exposure in Microfinance field activities will be an added advantage

**A license to ride a motorcycle is essential**

#### Duties and Responsibilities

- Selected candidates are responsible to achieve set individual targets under the HNB Microfinance (Gami Pubuduwa) scheme and ensure profitability of the Microfinance Unit to which they are attached.
- They will also be responsible for the following duties:
  - Identification of customers, credit evaluation, ensure proper end use of funds by the client
  - Monitor/supervise progress of the funded projects
  - Ensure portfolio quality while maintaining a good recovery ratio
  - Maintain healthy business relationships with clients
  - Participate in/organize social events
  - Identify and actively engage in cross-selling opportunities

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