

# JOIN THE TEAM OF CARGILLS BANK

## Senior Banking Assistant – Digital Channels

### KEY RESPONSIBILITIES

- ✓ Perform daily and monthly reconciliations for GL accounts
- ✓ Monitor transactions for failures, investigate root causes, and implement resolutions
- ✓ Identify and recover failed transaction incidents
- ✓ Prepare and process monthly commission settlements and ensure timely payments
- ✓ Generate and review daily and monthly reports
- ✓ Track disputes and coordinate resolution efforts with relevant stakeholders
- ✓ Support department-wide reconciliation processes to enhance operational efficiency

### EXPERIENCE & QUALIFICATIONS

- ✓ Reasonable knowledge of banking products, settlements, and reconciliation processes
- ✓ Strong ability to handle disputes with customers, internal and external stakeholders and resolve them within agreed SLAs
- ✓ Excellent teamwork and the ability to perform effectively under pressure
- ✓ Strong analytical and communication skills
- ✓ Proven relationship management skills, particularly with third-party merchants
- ✓ Proficiency in Microsoft Office applications

Interested candidates are invited to forward their CVs to [career@cargillsbank.com](mailto:career@cargillsbank.com) mentioning the post applied for, in the subject line of the email on or before **17<sup>th</sup> March 2025**.

Head of Human Resources  
Cargills Bank PLC  
No. 696, Galle Road, Colombo 03.



Official website

**www.cargillsbank.com**



**FITCH RATING A(LKA)**

Cargills Bank PLC is a licensed commercial bank supervised by the Central Bank of Sri Lanka



**Cargills Bank**  
BANKING ON THE HUMAN SPIRIT

**10** YEARS OF  
TRUST