



## **POST OF OFFICER TRAINEE (GRADE III CLASS III)**

Applications are invited from eligible candidates who possess the undermentioned qualifications and experience for the post of Officer Trainee (Grade III Class III) in the National Savings Bank, the premier savings Bank in Sri Lanka which has an islandwide branch network.

### **ELIGIBILITY REQUIREMENTS**

**1.**Candidates should be citizens of Sri Lanka

**2.**Educational/Professional Qualifications

(i) A Degree with a minimum 2<sup>nd</sup> Class (Lower Division) or Grade Point Average (GPA) with a minimum of 3.0 out of a maximum of 4.0 points obtained from a local or foreign University recognized by the University Grants Commission of Sri Lanka, in any of the following subjects / disciplines;

- Economics
- Statistics / Mathematics/ Physical Science
- Accountancy / Banking / Finance
- Engineering
- Commerce / Business Administration (Accounting / Finance)
- Computer Science / Information Technology
- Management (Public / Finance/ Accountancy / Business)
- Marketing
- Human Resource
- Law
- Valuation
- International Business
- Agriculture

**OR**

(ii) A Degree from a University recognized by the University Grants Commission of Sri Lanka /Higher National Diploma in Accountancy with Associate Member or passed finalist of the Chartered Institute of Management Accountants/The Institute of Chartered Accountants of Sri Lanka/ The Association of Chartered Certified Accountants.

**OR**

(iii) A Degree from a University recognized by the University Grants Commission of Sri Lanka /Higher National Diploma in Accountancy with Associate Member/Diploma in Banking & Finance from the Institute of Bankers' of Sri Lanka/London with 2 years post qualifying experience in a recognized Financial Institution.

### 3.Age

Below 35 years.

### MODE OF SELECTION

Selection will be through a written examination which will comprise of the following papers and subsequent interviews.

<b>Subject</b>	<b>Media</b>
a) Language paper to test the working knowledge of English and the organization of thought and knowledge	English
b) Analytical skills/IQ and General Knowledge	Sinhala, Tamil or English

### TRAINING AND PROBATION PERIOD

The Appointees will be required to undergo a period of one year training. Those who successfully complete the training period of one year will be absorbed into the permanent cadre subject to a probation period of one year. Confirmation will be subject to a written examination and evaluation of performance during the probation period.

### REMUNERATION

The gross remuneration during the period of training will be Rs.50,000/- per month. Those who complete the training period of one year satisfactorily will be absorbed into Grade III Class III and placed on the initial salary step of the following scale.

34,250/- - 47,650/- plus allowances at Bank rates  
670 x 20

The initial monthly gross salary will be Rs.78,000/- approximately.

## APPLICATION

Applicants must use our standard application form which is available at National Savings Bank website, [www.nsb.lk](http://www.nsb.lk). Applications should be sent under Registered Cover to reach the undersigned on or before **31.08.2018**. The post applied for should be stated on the top left-hand corner of the envelope.

Photocopies of the relevant certificates should be attached together with the application. **Please note that the applicants must attach a copy of the Degree Transcript or any other valid document which includes the details of the class obtained, duration and the subjects covered at the Degree programme.**

If applying under 2. (iii) category, proof of 2 years post qualifying service experience should also be attached.

**Applicants who fail to attach the relevant certificates and do not possess the required qualifications as at the closing date will not be considered for written examination.**

Any form of canvassing will lead to immediate disqualification.

The Bank reserves the right to short-list the candidates and the decision of the Bank shall be final.

**Assistant General Manager (HRD)**

National Savings Bank  
Head Office  
Colombo 3.