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இலங்கை மத்திய வங்கி
CENTRAL BANK OF SRI LANKA

POST OF SUSTAINABLE FINANCE PROJECT OFFICER (ON CONTRACT)

1.0 Job Responsibilities:

- Undertake surveys, studies, preparation of reports and discussion points and any other projects on sustainable finance related initiatives on need basis.
- Assist in correspondence with internal and external stakeholders.
- Secretarial functions related to the Steering Committee, Stakeholder Committee and Technical Committee on sustainable finance.
- Maintain files and updating records on the activities of the division.
- Participate at the meetings held internally and externally with the officers of the division/ department to record proceeding and assist in monitoring the implementation of Sustainable Finance related initiatives.
- Assist in the monitoring of developments in the sector.
- Support for periodic reviews in relation to Sustainable Finance work.

2.0 Required Minimum Educational Qualifications & Experience:

2.1 Educational Qualifications

Degree in Economics, Finance or Sociology **with specific modules/ courses related to Sustainable Finance and/or Environmental Studies** obtained from a local or foreign university, recognized by the University Grants Commission (UGC) of Sri Lanka.

2.2 Experience:

A minimum of three (03) years experience in the area of Sustainable Finance.

The prospective candidates should have proficiency in English language and must demonstrate strong verbal and written communication skills and the position requires to handle potentially confidential and sensitive information. Ability to work using MS Office packages (Word, Excel, PowerPoint) are prerequisites for this position. Selected applicants will be required to enter into a Non-Disclosure Agreement.

Applicants are strictly advised to submit copies of the certificates relevant to the educational qualifications & work experience. Any application submitted without the copies of the above documents will be rejected without any notice at any stage of the recruitment process.

3.0 Age:

Below 40 years of age as at 15.02.2024.

4.0 Employment:

On contractual basis for a period not more than three (03) years. Contracts will be initially signed for one (01) year and it will be renewed at the end of each year based on the performance.

5.0 Remuneration and Other Benefits:

All-inclusive taxable monthly remuneration of Rs. 400,000.00 with contributions to Employees' Provident Fund and Employees' Trust Fund

Selection Procedure

Suitable candidates will be selected based on an interview.

Applications

Application forms could be downloaded from the official website of the Central Bank of Sri Lanka <https://www.cbsl.gov.lk/en/careers>

Applicants are strictly advised to adhere to the prescribed application format and send the duly completed applications with all the required documents **by registered post only** to the following address to reach the Director/Human Resources on or before 15.02.2024.

It is required to indicate "Application for the Post of Sustainable Finance Project Officer (On Contract)" on the top left hand corner of the envelope.

Those who do not possess the required qualifications and experience as at the closing date will not be eligible to apply for this post. Any application which does not meet the required qualifications, received after the deadline or not in the prescribed format, will be rejected without any notice.

Candidates who fail to provide originals of relevant documents at the certificate verification conducted prior to the interview, will not in any manner be considered as eligible candidates.

Any form of canvassing will be a disqualification.

CBSL reserves the right to decide the number of positions to be filled or postpone or cancel the recruitment. CBSL has the discretion to decide the relevancy of the subject area covered in their educational qualifications and the experience as to match the requirements of the CBSL, in shortlisting the applications.

Only shortlisted candidates will be contacted for the next step of the recruitment process.

**Director – Human Resources
Central Bank of Sri Lanka, No. 30, Janadhipathi Mawatha, Colombo 01.
Telephone : 011-2477330 Fax : 011-2477715**