

## Legal Officer - DFCC Legal Department (Matara Region)



You should ideally;

- be an Attorney at Law of the Supreme Court of Sri Lanka and a Notary Public with Notarial License to practice in Matara Districts in English Language
- possess a Masters Degree in Law will be an added qualification
- possess a minimum of 5 years experience in Court Work and Notarial Practice out of which at least 2 years work experience in a Licensed Commercial Bank/ Financial Institution
- possess excellent communication skills in English and Sinhala Languages
- possess the capacity to handle volumes and work under pressure
- have effective negotiation and interpersonal skills with a professional outlook
- be service oriented.
- keep up the quality of work with zero defects

You will be responsible for;

- attend to all matters related to examination of / verification of title to properties ,
- preparation and execution of Mortgage Bonds and other related deeds pertaining to Commercial Lending.
- draft other required security documentation in relation to the Bank's lending .
- providing Legal Advisory Services to the internal and external customers.
- strict adherence to internal rules and regulations and regulatory compliance.
- provide a friendly & cordial service whilst maintaining service quality.

*We are an equal opportunity employer, committed to promoting an inclusive and diverse environment. Recruitment to the Bank is based solely on merit and competency irrespective of other characteristics that make our employees unique.*

*Any form of canvassing is discouraged. Correspondence will only be with the short-listed candidates.*

*Please apply via e-mail by sending an updated CV or a DFCC Bank application form which could be downloaded from our website to [recruit@dfccbank.com](mailto:recruit@dfccbank.com) with the post applied for in the subject by 25 August 2024.*

**Chief Human Resources Officer, DFCC Bank PLC, 73/5, Galle Road, Colombo 03**