

# Step In To The Next Level Of Your Career

## VACANCIES

Sri Lanka Export Credit Insurance Corporation (SLECIC), the only Export Credit Agency in Sri Lanka which falls under the purview of the Ministry of Finance, Planning and Economic Development. We are in the business of providing information, support and protection by way of credit management solutions to Sri Lankan Exporters, Banks & Financial Institutions.

As we continue to grow and forge ahead, we invite outgoing individuals with strong interpersonal skills to be part of our esteemed organization.

### 01. POST OF GENERAL MANAGER - HM 2-2 - Vacancy 01

**Job Scope :-** As the Chief Operating Officer (COO) of the corporation, The General Manager leads a team in implementing strategic directions of the Board, sets organizational goals and ensure overall success.

**Educational Qualifications (1 or 2 below)**

1. A Bachelor's Degree in Economics, Statistics or Mathematics, Business Administration, Commerce or any other relevant field which is recognized by the U.G.C.

AND

A Postgraduate Degree in Economics, Statistics or Mathematics, Business Administration, Commerce or any other relevant field or Corporate Membership of a recognized professional institution in Management.

AND

At least 18 years' experience at a "Managerial Level" out of which 05 years of experience should be at Senior Management Level with a proven track record in a Corporation, Board or a reputed Mercantile Establishment after obtaining the first Degree.

OR

2. A Bachelor's Degree in Economics, Statistics or Mathematics, Business Administration, Commerce or any other relevant field which is recognized by the U.G.C.

AND

PhD Degree in any relevant field.

AND

At least 05 years' experience at Senior Management Level with a proven track record and Management experience in a Corporation, Board or a reputed Mercantile Establishment.

**Age: Should be not less than 35 years and not more than 55 years.**

**Salary Scale : HM 2-2 - 2025 Rs. [163,620 - 12x4,850-221,820] + All Government approved Allowances including Professional Allowance, Communication Allowance, Leave Encashment, Medical Benefits etc. (Including Corporation maintained vehicle and Driver) Initially will be placed at the salary step of Rs.142,410 as per the MSD Circular 01/2025**

### 02. POST OF ASSISTANT GENERAL MANAGER (OPERATIONS) HM 1-1 - Vacancy 01

**Job Scope :-**

- Overall supervision of all operational aspects of issuance of Policies and Guarantees.
- Sanctioning of limits on issuance of Policies, BLLs & Permitted Limits on Guarantees.
- Reporting on issue of Buyer Liability Limits & Permitted Limits of Policies and Guarantees beyond authorized Limits up to CMD/GM/DGM- Operations and to the Board of Directors.
- Ensure the accurate and timely generation of periodical reports required by the senior management and the Board of Directors.
- Ensure that the cross- functional integration is effectively used to optimize the departmental productivity.
- Take appropriate measures for development of internal processes in relation to Policies & Guarantees.
- Solve internal matters with the GM/DGM-Operations
- Implementation of the action plans for Policies and Guarantees.
- Attend to any departmental duties assigned by the CMD/GM/DGM-Operations.

**Educational Qualifications (1 or 2 below)**

1. A Bachelor's Degree in Economics, Statistics or Mathematics, Business Administration, Accountancy, Commerce, Law or any other relevant field which is recognized by the U.G.C.

WITH

A Postgraduate Degree qualification (Masters' Degree) in the relevant field or Associate Membership of a recognized Professional Institute, which is relevant in the subject area of the post

AND

Minimum of 13 years' experience at a "Managerial Level" in a Corporation, Statutory Board / Institution or a reputed private institution.

2. Fellow/Full Membership of a recognized Professional Chartered Institution in a related field to the post

AND

Minimum of 13 years' experience at a "Managerial Level" in a Corporation, Statutory Board / Institution or a reputed private institution.

**Age: Should be not less than 35 years and not more than 55 years.**

**Salary Scale: HM 1-1 - 2025 Rs. [140,640 - 15 x 4,100 - 202,140] + All Government approved Allowances including Professional Allowance, Communication Allowance, Leave Encashment, Medical Benefits etc. Initially will be placed at the salary step of Rs.123,019 as per the MSD Circular 01/2025.**

### 03. POST OF DRIVER PL 3 - Vacancies 02

**Educational Qualifications**

Having passed six (06) subjects in G.C.E. (O/L) examination, at least with two (02) credit passes in maximum of two sittings.

AND

Having obtained the license issued by the Commissioner General of Motor Traffic for driving heavy vehicles and a minimum of three (03) years experience in driving after obtaining the driving license.

**Age: Should be not less than 18 years and not more than 45 years.**

**Salary Scale : PL 3 - 2025 Rs. [43,280 - 10 x 490 - 10 x 540 - 10 x 590 - 12 x 630 - 67,040] + All Government approved Allowances including Leave Encashment, Medical Benefits etc. Initially will be placed at the salary step of Rs.40,834 as per the MSD Circular 01/2025.**

**General Conditions**

**Every applicant,**

- Should be a citizen of Sri Lanka.
- Should be physically and mentally fit to discharge the duties of the post well to serve in any part of the Island.
- Should be of excellent moral character.

Applicants who are working in Government Departments, State Corporations & Statutory Bodies should forward their applications through their respective Heads of Institutions.

Applications for the above posts, along with photocopies of relevant certificates and details of two non-related referees, should be sent by registered post addressed to the "Chairman & Managing Director, Sri Lanka Export Credit Insurance Corporation, Level 4, NDB-EDB Tower, No. 42, Nawam Mawatha, Colombo 02" to be received on or before 19th January 2026. The post applied for should be mentioned on the top left-hand corner of the envelope.



**Chairman & Managing Director**

**Sri Lanka Export Credit Insurance Corporation**

Level 4, NDB - EDB Tower,

No 42, Nawam Mawatha,

Colombo 02.

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