

# VACANCY



## CREDIT INFORMATION BUREAU OF SRI LANKA

The Credit Information Bureau of Sri Lanka plays a key role in servicing licensed commercial banks and other finance and leasing companies in Sri Lanka. As a part of our ongoing technology driven business development program, aimed on expanding the Bureau's reach and coverage in the financial industry, we intend recruiting dynamic professionals to fill the following Management / Executive positions.

### MANAGER - BUSINESS DEVELOPMENT / DIGITAL MARKETING

*The Business Development Manager's role, will primarily involve in driving business growth and developing business solutions to the banking & finance sector by promoting the product line & enhance revenue achieving strategic business targets of the bureau.*

#### Key qualification criteria

- Bachelor's Degree in Marketing with the specialization and experience in ICT related product development / digital marketing.
- CIM / SLIM or similar professional qualification.
- Master's degree in business administration will be an added qualification.
- More than 03 years work experience in the financial sector or financial sector support services industry.

#### Personal Abilities

- Self-driven and motivated.
- Build and sustain effective professional relationships.
- Strong verbal and written communication and presentation skills.
- Self-organized and achieve results under minimum supervision.

#### Desired Business Acumen and Technical Skills

- A sound knowledge about the credit market dynamics and financial industry trends.

- Hands on experience in social media marketing, corporate communications, digital transformation & customer service.
- An understanding about the credit risk management practices of the banks.
- Having exposure to business application development environment in the ICT services industry or in the Financial sector.

#### Work profile

- Directly reporting to the Director / General Manager.
- Develop and execute time-bound target-oriented business objectives in line with the overall strategic plan of the bureau.
- Coordinate and liaise with member institutions, technology providers and internal teams to effectively lead, develop and manage the bureau's product & services portfolio.
- Attend to corporate communication matters while maintaining all media and communication channels of the bureau dynamically updated and relevant to the overall business and operational context of the CRIB.

### MANAGER - DATA ANALYTICS

*Manager Data Analytics will work closely with business development and data governance teams of the Bureau to support, develop and promote data driven decisions and predictive analytics solutions to meet the risk management and business development needs of member lending institutions of the Bureau.*

#### Key qualification criteria

- Bachelor's Degree in ICT, business studies or any other supportive technology discipline with post qualification experience in data analytical concepts, statistical techniques and modeling.
- Hands on experience with data visualization tool such as Qlick or Tableau.
- Master's degree in business administration will be an added qualification.
- More than 03 years work experience in the financial sector (preferably in banks) with similar work experience.

#### Personal Abilities

- Excellent verbal and written communication, collaboration and delegation skills.
- Self-driven and motivated.
- Self-organized and achieve results under minimum supervision.

#### Desired Business Acumen and Technical Skills

- Working knowledge of data mining principles and statistical modeling techniques.
- Understanding and experience using analytical concepts and techniques in credit and/or financial management.
- Strong problem solving, quantitative skills and analytical abilities.
- Strong analytical, researching & decision making ability.

#### Work profile

- Directly reporting to the Director / General Manager.
- The right person for the job will closely liaise with the banks and financial institutions and on-site business consultant to analyze, develop and manage data driven predictive analytics and credit risk management solutions tailor-made to different business requirements.

### LEGAL OFFICER

*We seek the service of a result oriented, dynamic individual with excellent interpersonal, problem solving and negotiation skills to be recruited as the Legal Officer.*

#### QUALIFICATIONS AND EXPERIENCE

- Be a qualified attorney-at-law.
- Proven working experience of 3-4 years as a Legal Officer or in a similar legal role.
- High level of integrity and ethical standards.
- Have good knowledge of the legal framework.
- Ability to work independently.
- Exceptional written and verbal communication skills.

#### KEY ACCOUNTABILITIES

- Preparation, review & drafting of all Legal Agreements and other legal instruments on behalf of the Bureau.
- Attend renewal and execution of commercial contracts, and agreements of the Bureau.
- Advise the Board of directors / management on all necessary legal matters relating to Bureau operations.

- Provide authoritative legal advice in compliance with statutory and any other regulations to all relevant stakeholders.
- Representing, arranging for appropriate representations in court and keeping a record of each matter on behalf of the Bureau on Legal Matters.
- Accurately Maintain, organize up-to-date legal records and documentation of the company.
- Perform additional duties commensurate with the current role, as and when requested by management.
- Provide assistance when drafting and reviewing Company Policies and Procedures.
- Take responsibility for the day-to-day legal activities.
- Attending to litigation, drafting legal contracts, ensuring all compliance, acts and regulatory matters liaising with regulatory authority.

### EXECUTIVE - INFORMATION SECURITY ANALYST

#### QUALIFICATIONS

- Bachelor's Degree in Computer Science, Information Technology, Cyber Security, Information Systems or any other information technology, communication and security related discipline.
- Should also possess Professional Certifications such as CEH, CISA, CISSP.

#### EXPERIENCE

- At least 3 years of experience in working with and administering network security systems and controls, information systems auditing, conducting of vulnerability assessments, security incident handling.
- Working knowledge of a SIEM and analysis. Experience within a SOC as an analyst would be an added advantage.
- Analytical and problem solving skills. Should be able to identify security anomalies through analysis of SIEM events and log monitoring and review.
- Knowledge and use of vulnerability assessment scanners and tools.
- Knowledge of Governance and controls. Formulation of policies and procedures.
- Able to multitask and meet delivery.

#### KEY ACCOUNTABILITIES

- Ensure that security and compliance continue to be effectively maintained within the CRIB with respect to network, systems and applications and electronic information and data assets.
- Implementation of ISO 27001, monitoring of compliance post implementation.
- Conducting of vulnerability assessments at system, network and application level.
- Continuous follow up and monitoring of evolving cyber security threats and follow through and tracking of resolution of identified vulnerabilities and control gaps with relevant functional teams.
- Documenting procedures, processes, policy reviews and changes and access reviews.
- Administering security focused systems.
- Ensuring that ICT systems, applications and infrastructure comply with defined baseline security controls.
- Monitoring compliance of CRIB information security policies, identification and reporting of policy violations / non compliance.
- Log Review and monitoring, analysis of SIEM events, proactive identification of threats.
- Periodic access reviews.

#### NON-TECHNICAL COMPETENCY

- Good Communication and Time Management Skills. Working under pressure and multitasking capabilities.

#### OTHER BENEFITS

- EPF, ETF, Special Payment, Leave Encashment, Medical & Personal Insurance etc.

#### REMUNERATION

- Attractive remuneration package will be offered to the prospective candidates.

#### SELECTION

- Through interviews. The Bureau reserves the right to call for only short listed candidates.

Interested individuals are requested to forward an e-mail quoting the position applied for on the subject to [vacancy@crib.lk](mailto:vacancy@crib.lk) with a comprehensive Curriculum Vitae together with copies of relevant certificates and contact details of two non-related referees on or before **27<sup>th</sup> January 2024**.

*All applications will be treated with strict confidentiality. Canvassing in any form will be an immediate disqualification.*

**THE DIRECTOR / GENERAL MANAGER,  
CREDIT INFORMATION BUREAU OF SRI LANKA,  
No. 201, Sir James Peiris Mawatha, Colombo 02.**