



*Pan Asia Bank, The Truly Sri Lankan Bank, with over twenty-eight years of experience in the Banking Industry, is on an ambitious growth trajectory. The Bank was awarded 'Best Employee ESG Program of the Year 2022' by Global Banking & Finance Awards UK. It was also honored by LMD as one of the top 15 'Most Awarded Entities' in Sri Lanka while being among LMD's 'Most Respected Entities' and Business Today magazine's Top 40 Business Entities in Sri Lanka.*

*We are looking to handpick dynamic, results-oriented and highly motivated individuals to join us on this exciting journey and to make a positive contribution as valued members of our growing organization.*

## **EXECUTIVE – TRADE OPERATIONS**

### **Job Profile:**

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- Ensure the accurate and timely processing of LC bills and import finance loans.
- Ensure all transactions are properly screened for compliance and anti-money laundering (AML) purposes.
- Reconcile general ledgers (GLs), including suspense accounts.
- Provide support in Trade counters, Collection bills, Exports and SWIFT operations
- Manage the verification and authorization of SWIFT functions.
- Deliver excellent customer service to both internal and external customers.

### **Candidate Prerequisites:**

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- A full or partial qualification in Banking and Finance, or a Diploma in International Trade Finance from a recognized institution (IBSL).
- A minimum of 05 years of work experience in Trade Operations within a banking or financial context, specifically with exposure to Letter of Credit (LC) and LC bills processing.
- Strong understanding of International Trade Products and Operations.
- Proficiency in the UCP 600, URC 522 Inco terms 2020, as well as knowledge of the Foreign Exchange Act and local import and export control regulations.
- Knowledge of SWIFT messages, including MT 700, MT 701, MT 740, MT 734, MT 202, and MT 103 is essential
- Comprehensive understanding of the issuance of documentary credits, verification of bills drawn under documentary credits, and settlement of bills drawn under letters of credit.
- Basic knowledge of documentary collections, issuance of shipping guarantees, and endorsement of Airway Bills.
- Excellent communication and negotiation skills, along with problem-solving abilities.
- Capable of making swift decisions and working effectively as a team player, with solid planning and execution skills.

### **Remuneration:**

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The successful candidates will be provided with an attractive remuneration package including fringe benefits, commensurate with industry standards.

If you are a results-driven professional in Trade Operations looking for a challenging and rewarding opportunity, we invite you to apply for the position through our career portal before the deadline provided.

**Assistant General Manager -Human Resources,  
Pan Asia Banking Corporation PLC, No 450, Galle Road, Colombo 03**

**APPLY NOW**