



WE ARE HIRING

ASSISTANT MANAGER – LEGAL

Qualifications & Skills:

- Attorney-at-Law and Notary Public with a minimum of 5 years post qualifying experience in handling litigation independently as an instructing Attorney/in-house Legal Officer preferably in a reputed Financial Institution or Legal firm.
- A Bachelor's Degree or Master's Degree in Law will be an added qualification.
- Ability to draft/review various types of Agreements and pleadings and handle various types of cases, such as Money Recovery Actions, Debt Recovery Actions, Mortgage Bond Actions, Cheque Return Actions, Missing Vehicle Actions, Arbitrations etc.
- Should possess excellent communication skills in Sinhala and English languages.
- Knowledge of Tamil will be an added advantage Should be result oriented and able to handle multi-task and meet deadlines.
- Should have leadership skills and be an excellent team player.
- Maximum age limit is below 35 years.

Key Responsibilities:

- Handle litigation, arbitration, and regulatory proceedings, including preparation of pleadings, court appearances, and coordination with external counsels.
- Keep proper and accurate records on handling cases & provide legal advise to the board, senior management when requested on all form of legal issues and queries.
- Monitor legislative and regulatory changes, ensuring the company's adherence to laws, regulations, and internal policies.
- Identify and mitigate potential areas of legal risk through proactive strategies and preventive measures.
- Liaise with Finance, HR, IT, Recoveries, Marketing, and Support Services to deliver integrated legal and strategic support.
- Handle allocated administrative functionality in the legal department.

Apply Now:

Please indicate the position applied for in the subject line of your email or on the top left-hand corner of the envelope, and send your detailed resume with two non-related referees within 10 days to:



careers.mbsl@mbslbank.com



Head of Human Resources,
Merchant Bank of Sri Lanka & Finance PLC,
Level 17, Bank of Ceylon Merchant Tower,
No. 28, St. Michael's Road, Colombo 03.

Deadline: 13th April 2026