

JOIN THE MOST AWARDED BANK IN SRI LANKA CARD PROCESSING SUPERVISOR - CREDIT CARD DOCUMENT VALIDATION & VERIFICATION (FIXED TERM CONTRACT)



With an enduring vision of being the most technologically advanced, innovative and customer friendly financial organization, we, the Most Awarded Bank in Sri Lanka, continue to progress steadily while being the first Sri Lankan bank to be listed amongst the Top 1000 Banks in the World.

Our unparalleled record of success is supported by an unmatched suite of digital offerings and superior standards in service, stability and performance. We are poised to ascend to even greater heights in the near future.

JOB PROFILE

- Verify credit card application documents including identity, income, and address proofs.
- Ensure compliance with KYC, AML, and internal credit policies.
- Cross-check applicant details against system records and CRIB reports.
- Identify discrepancies, deficiencies, and potential fraud indicators.
- Coordinate with Sales and Calling teams to resolve documentation gaps.
- Maintain accurate records and audit trails for verified applications.
- Support internal and external audits by providing documentation as required.
- Ensure applications are processed within defined turnaround times (TAT).
- Ensure that all customer dealings are conducted in compliance with the Financial Consumer Protection Regulation and relevant internal policies and procedures.

APPLICANT'S PROFILE

- Age below 30 years.
- Applicants must have passed the G.C.E. Advanced Level examination or possess an equivalent recognized qualification.
- A minimum of a "Credit pass" for both English Language and Mathematics at the G.C.E. Ordinary Level (or equivalent) is mandatory.
- Having a degree or professional qualification in Business, Marketing, or Finance will be an added advantage.
- Experience in credit operations, documentation, or compliance preferred.
- Knowledge of banking regulations and credit processes.

Successful candidate will be provided with an attractive remuneration package, commensurate with benchmarked financial institutions.

Interested candidates are invited to apply for the position, all applications should be routed through our corporate website.

To apply, please visit,

www.combank.lk

Careers

Open Positions

Card Processing Supervisor
Credit Card Document Validation & Verification

 **COMMERCIAL BANK**