



## ASSISTANT GENERAL MANAGER - LEGAL

### Legal Department

*Armed with a proud history of over 29 years, Pan Asia Bank is on an exciting growth journey, evidenced by an array of recognitions, including being honoured as the Top 40 business entities in the country by Business Today, the most awarded entities by LMD, Best Green Bank in Sri Lanka by Global Banking & Finance, Best Bank for ESG by International Business Magazine, the Best CSR Bank by Brands & Business Magazine, to name a few.*

#### Job Profile:

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We are seeking a highly competent and experienced legal professional to join our corporate management team as the Assistant General Manager – Legal. This pivotal role is responsible for overseeing all legal and regulatory matters of the bank, ensuring compliance, mitigating legal risks, and providing strategic legal advice to support the bank's operations and growth. The ideal candidate will possess strong expertise in banking and corporate law, along with leadership skills to effectively guide the legal function in a dynamic financial environment.

#### Key Responsibilities:

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- Plan, implement, and review the divisional objectives of the Legal Division to ensure alignment with the Bank's overall goals
- Ensure compliance with legal risk management by providing legal advice to other departments and branches on relevant legal developments, and educate staff on legal documentation as needed
- Represent the Bank in judicial courts for special cases pertaining to the institution
- Negotiate with opposing lawyers and clients, and assist in reaching court settlements to facilitate early recovery of funds owed to the Bank in cases managed by the Legal Department
- Coordinate with all business departments of the Bank to prioritize legal risks in all dealings and transactions
- Review all notarial documents, banking product documents, and other related banking documents, while managing and supervising the security documents of the Bank
- Oversee the mortgage bond unit and improve turnaround times for executing mortgage bonds
- Approve guarantee bonds and issue letters of demand
- Manage the costs of legal services and meet established fee income targets
- Build and maintain relationships with outside counsel, utilizing extensive networks to stay updated on the latest legal enactments and case law
- Educate staff on legal aspects related to banking through organized training programs

#### Candidate Prerequisites:

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- Must be an Attorney at Law and a Notary Public
- A Bachelor's Degree in Law from a recognized university is required. A Master's degree in Law is would be an added advantage
- A minimum of 20 years of work experience as a Legal Officer, out of which a minimum of 08 years as a Senior Lawyer, preferably within a commercial bank
- Comprehensive knowledge of the banking industry and the functions of its business units.
- Excellent interpersonal and negotiation skills, along with strong advocacy, communication, and analytical abilities
- Must be an innovative thinker with effective decision-making skills that facilitate balanced business decisions
- Ability to multitask and work under pressure while maintaining a positive mindset
- Preferred age range is between 50 to 55 years

#### 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 Legal professional looking for a challenging and rewarding opportunity, we invite you to apply for the position through our career portal before the deadline provided.