

# Assistant Manager

## Talent Acquisition

With a legacy of excellence spanning over five decades in Sri Lanka's financial services sector, LB Finance PLC stands as a trusted leader — renowned for its innovation, integrity, and strong customer-centric focus. Our expanding presence across the island is powered by a team of over 4,500 passionate professionals, all committed to driving progress, shaping the future of finance, and embracing new ideas and opportunities. At LB Finance, our people are at the heart of everything we do and drive our success. We believe that the collective knowledge, capabilities, and satisfaction of our employees are key to our strategic success. We're committed to attracting and nurturing top talent by offering a rewarding experience built on opportunity, growth, and inclusion.

Join us and be part of a visionary, dynamic team that delivers impactful business results. We are seeking a charismatic and capable individual to join us as Assistant Manager – Talent Acquisition on this exciting journey. If you're ready to play a pivotal role in shaping our future workforce, you may be the ideal candidate.

### Duties and Responsibilities

- ▲ Execute talent acquisition agenda and manage end-to-end recruitment for roles across business
- ▲ Collaborate with hiring managers to understand workforce needs and create effective recruitment plans and ensure recruitment targets are achieved
- ▲ Create effective sourcing strategies and Build and maintain a strong talent pipeline for future requirements credit marketing, operations, recoveries, and other functions
- ▲ Source candidates through job portals, LinkedIn, social media, referrals, and other channels
- ▲ Using of multiple assessment tools & new technologies in the selection process
- ▲ Screen resumes, conduct initial interviews, and coordinate assessments and final interviews
- ▲ Manage and mentor the TA team, ensuring operational excellence and timely hiring ensuring an outstanding candidate experience throughout the hiring process
- ▲ Strengthen employer branding through targeted campaigns, social media, campus outreach, and partnerships
- ▲ Produce monthly TA performance dashboard
- ▲ Use data analytics to optimize sourcing, hiring timelines, and recruitment costs
- ▲ Assist/Coordinate HR projects

### Requirements

- ▲ Should have minimum 4 years of experience in talent acquisition, including 2+ years in a leadership/managerial role
- ▲ Experience hiring for NBFI, BPO industry or apparel sector would be an added advantage
- ▲ Should possess a professional qualification or degree in HR field from a recognized institution / university
- ▲ Must be ready to work under pressure with positive attitude
- ▲ Excellent oral and written communication skills in English and Sinhala.
- ▲ Should be below 35 years of age

**An attractive remuneration package awaits the right candidate.  
Only short-listed candidates will be notified.**

**If you are interested in joining a dynamic work environment send us your CV  
to [hr@lbfinance.lk](mailto:hr@lbfinance.lk) within 7 days of the advert.  
Please mention the position applied for in the subject line.**

By submitting your CV, you consent to the processing of your personal data. Your information will be handled with the utmost confidentiality and will not be shared with any third parties. At LB Finance PLC, we are committed to upholding our privacy notice and company data protection policy to ensure the highest standards of data security and integrity.

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