

# JOIN THE MOST AWARDED BANK IN SRI LANKA



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.

## Executive Officer – Payments, Card Operations & Finance

### JOB PROFILE

#### CARD CENTRE FINANCE & FINANCIAL REPORTING -

- Act as the primary finance focal point for the Card Centre, coordinating all finance-related matters with the Central Accounts and Planning Departments of the Bank
- Analyze and support the finalization of monthly and annual P & L and budgets prepared by Central Accounts and Planning, ensuring accuracy and business alignment
- Review, analyze and monitor income and expenditure G/L accounts, identify variances and report findings to Central Accounts
- Prepare and present monthly financial performance reports of the Card Centre to internal stakeholders
- Support provisioning, adjustments, amortization of project costs and reconciliation of Card Centre-related accounts
- Ensure timely review of VISA / Mastercard billing, settlement accounts and operational finance entries

#### SINGLE POINT OF CONTACT FOR FINANCIAL STATEMENTS -

- Serve as the single point of contact between the Card Centre and Bank Finance Teams for all matters related to Financial statements, Monthly closures, Audits, Management reporting
- Support internal and external audits related to Card Centre financials

#### GOLDNET OPERATIONS & NEW MEMBER ENABLEMENT -

- Provide operational support for Goldnet, the Bank's card switch and card issuing system provided to other financial institutions.
- Assist in onboarding new Goldnet member institutions, including financial setup, reconciliations, billing and system readiness
- Support new Goldnet projects, feature enhancements and system upgrades in coordination with IT and business teams
- Assist in handling Goldnet-related settlements, chargebacks, ATM transactions and operational reporting

#### EASY PAYMENT PLAN (EPP) PORTFOLIO MANAGEMENT -

- Manage and monitor the Bank's Easy Payment Plan (EPP) portfolio
- Oversee merchant payments, EPP reconciliations, income recognition and settlement processes
- Support resolution of EPP-related financial and system issues in coordination with IT and Operations

#### MANAGEMENT REPORTING & PRESENTATIONS -

- Prepare monthly management presentations on Card Centre financial performance
- Deliver clear analytical insights on revenue, expenditure, profitability and portfolio growth
- Support strategic decision-making through data-driven reporting and financial analysis

### APPLICANT'S PROFILE

- Bachelor's Degree in Finance, Accounting or Information Technology, MIS or a related discipline
- Professional qualifications such as AAT, ACCA, CIMA, CA or MBA will be a strong advantage
- 2-4 years of experience in card operations, banking finance, payment systems or financial reporting
- Strong knowledge of P & L analysis and budgeting, General Ledger (G/L) analysis, Card settlements, chargebacks, ATM transactions and payment systems, VISA / Mastercard operations
- Exposure to Goldnet systems, card issuing, switching or merchant acquiring will be an added advantage
- Experience in EPP / installment-based payment products is preferred

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](http://www.combank.lk)

Careers

Open Positions

Executive Officer  
Payments, Card Operations & Finance

 **COMMERCIAL BANK**