



Sampath Bank

WE PRESENT YOUR FUTURE



LEGAL OFFICER (Batticaloa)

REQUIREMENTS:

- Age preferably below 35 years
- Attorney-at-Law
- A minimum of 05 years experience as a legal officer in a reputed organisation
- Notary Public with the licence to practice in the relevant judicial zone (Batticaloa)

KEY RESPONSIBILITIES:

- Draft, settle and file legal actions for the past- due customers, draft answers, issues & admission, evidence in chief, written submissions & other related documents, etc. in Tamil, English & Sinhala
- Draft & dispatch letters of demand (English/Tamil/ Sinhala)
- Appear in court and conduct cases on behalf of the bank
- Examination of titles to immovable properties and confirm the acceptability of same as security
- Draft and attest Mortgage Bonds and other connected deeds & documents
- Check and ensure the acceptability of all contracts, agreements, guarantees, bonds, etc., made between the bank and other parties
- Provide advices and opinions based on legal principles
- Co-coordinate with external legal counsels and legal firms

OTHER COMPETENCIES REQUIRED:

- Exceptional communication skills
- Exceptional analytical and decision-making skills
- Strong interpersonal skills
- Ability to handle work independently

An attractive remuneration package, coupled with a modern and conducive work environment, awaits the right candidate. Please apply online, stating qualifications and experience, on or before the 13th of May 2024. Selection will be strictly on merit. Any form of canvassing will be a definite disqualification. Only shortlisted candidates will be contacted.

[Click here to apply](#)

Chief Human Resource Officer
Sampath Bank PLC
No. 110, Sir James Peiris Mw.,
Colombo 02.

 **Rise**
WITH SAMPATH