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To - The Administrator No. 23E 1/1, Pagoda Road, To - The Administrator No. 396 ½, Kandy Rd,

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IF YOU THINK YOU ARE WE WANT TO HEAR FROM YOU

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Applications will be treated with strict confidence. Email your resume to chairman@boc.lk or send to the following address under registered cover: Chairman, Bank of Ceylon, Head Office, No. 4, Bank of Ceylon Mawatha, Colombo 1

Bank of Ceylon is the only Sri Lankan commercial bank with security of State ownership rated AA (lka)/Stable Outlook by Fitch. It was also rated the No. 1 brand in the country by Brand Finance. It has the largest islandwide network with over 700 service points; 673 connected on-line. At 15.9%, BOC has the highest capital ratio in Sri Lanka's banking system; 50% more than regulatory minimum. Rs. 484 billion (US\$ 4.2 billion) in assets and Rs. 60 billion (US\$ 520 million) in revenue; constituting 25% and 20% of country's banking assets and revenue of all banks in the country, respectively. BOC also has an NPA ratio of 4.9% which is the lowest among major commercial banks in the country.







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H/R Administration Manager

The ideal candidate should be responsible for all aspects of HR management and policy and will set up the human resource strategy to comply with the company strategy and provide suggestions and data collection for key decision-making. He/ She should have more than 3 years work experience with a good knowledge of the English language. Experience in the training of staff would be an added advantage.

Assistant Accountant

Applicants should have CIMA (Stage II), ICASL (Stage II) or AAT (Full) or professional qualifications from any other recognized accounting body with at least 2 years of work experience in a similar capacity. Knowledge of accounting software packages plus an excellent command of English are important prerequisites.

Secretary ■

The ideal candidate would be a lady below 35 years of age and should possess a good academic background with G.C.E. A/L. Any professional qualifications and previous experience would be advantageous. A pleasant personality and efficiency would be key criteria for selection.

An attractive remuneration package will be available to selected applicants.

Forward your CV together with the contact details of 2 referees not related to you within 7 days to:

The Managing Director

TENAGA CAR PARKS (PVT) LTD.

Level 5A, "Valiant Towers", 46/7, Nawam Mawatha, Colombo 02.