

Apply Today!



Senior Executive – HR

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Position Overview :

The Senior Executive – HR plays a crucial role in supporting the overall Human Resources Development function, with a primary focus on talent management, succession planning, and competency development. The candidate is required to assist the Manager – HRD in the staff promotion process in accordance with the bank's Promotion Policy.

Furthermore, the Senior Executive – HR provides administrative support to identify competency gaps and develop Personal Development Plans (PDPs) to offer development opportunities. This role also involves coordinating job evaluations and updating job descriptions to ensure accurate and current documentation.

Candidate Profile :

- Bachelor's degree in HRM or any other Professional qualifications in HRM.
- A minimum of 5 years' of overall experience, including 2 years of experience as an HR Executive.
- Excellent communication and interpersonal skills, with the ability to build relationships with candidates and internal stakeholders.
- Detail-oriented with strong organizational and time management skills.
- Ability to work independently and prioritize tasks effectively in a dynamic environment.

An attractive remuneration package commensurate with experience and fringe benefits on par with the industry standards is available for the right person. Interested candidates are invited to submit their curriculum vitae within 14 days of this advertisement to careers@sdb.lk mentioning the position in the subject line of the email. Kindly note that only shortlisted candidates will be contacted.