



The Securities and Exchange Commission of Sri Lanka (SEC), established by the SEC Act No. 36 of 1987 as amended, is statutorily empowered to regulate and facilitate the development of the capital market. As the apex regulator of the capital market the primary objectives of the SEC include the creation and maintenance of a fair and orderly capital market, ensuring professional standards are maintained in the industry and the protection of the interest of investors.

The SEC is looking for self-motivated team players with integrity, self-discipline, ethical conduct, ability to maintain confidentiality along with strong interpersonal skills for the following positions;

DIRECTOR - INVESTIGATIONS

The Director Investigations will head the Investigations Division and have overall supervision of the Division.

The candidate needs to possess a thorough understanding of capital market offences and violations specified under the SEC Act, responsible for the smooth functioning of the Investigations Division.

The major responsibilities inter-alia include;

- monitoring all investigations conducted by the SEC and provide direction to the staff of the Investigations Division;
- conducting investigations, interview witnesses, record statements, prepare investigation reports and perform such other tasks that are necessary in the process of conducting investigations;
- designing and implementing case-specific investigation strategies and time-bound action plans;
- liaising with law enforcement agencies, other regulatory agencies and any other agents of the State when necessary;
- taking follow up action in respect of cases instituted by the SEC.

The successful candidate shall have;

- a Bachelor's Degree in Finance, Law, Management, Accountancy and Economics from a recognised university or be an Attorney-at-Law or be a member of a recognised professional accounting body
- preference will be given to candidates who possess a Class in the Bachelor's Degree, possess a Master's Degree or possess a Postgraduate Diploma
- minimum of 10 years experience in the relevant field in a senior managerial or managerial position
- excellent command of English and Sinhala languages, excellent interrogative, analytical, writing, negotiating, drafting and presentation skills and be articulate, decisive and be computer literate

DIRECTOR - HUMAN RESOURCES

The Director Human Resources will head the Human Resources Division and have overall supervision of the Division. The Director shall be responsible for all Human Resources related functions.

Major responsibilities inter-alia include;

- developing a comprehensive Human Resources Plan for the Secretariat;
- attending to processes relating to recruitment and selection of staff to the Secretariat;
- developing and implementing a sound Performance Management system;
- planning and developing a career progression path for the staff;
- addressing the training and development needs of the staff on an on-going basis;
- attending to matters pertaining to staff welfare and employee grievances, disciplinary actions etc

The successful candidate shall have;

- a Bachelor's Degree in Human Resource Management (HRM) or any other discipline with specialization in HRM from a recognized University or be an Attorney-at-Law with experience in the field of Human Resources;
- preference will be given to candidates who possess a class in the Bachelor's Degree or possess a Master's Degree;
- possess demonstrable track record in managing Human Resources with a minimum of 10 years of experience at senior managerial or managerial level with well-developed Human Resources skills to spearhead a professional team. Knowledge/ experience in the Government Administrative Procedures will be an added advantage;
- be articulate, analytical and decisive with excellent communication skills in English, Sinhala and/or Tamil and be computer literate. Negotiating and presentation skills will be a distinct advantage

Age : Candidates should be between 35 and 55 years. The upper age limit will not be applicable for internal applicants and candidates in the government sector organisations.

Please apply with names and contact details of two non-related referees indicating the position on the top left hand corner of the envelope to reach the following address by registered post or e-mail your curriculum vitae to the recruitments@sec.gov.lk on or before 16th December 2020.

The selection will be by way of an interview and only the shortlisted candidates will be contacted.

Canvassing in any form will be a disqualification.

**The Director General
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Echelon Square, Colombo 1
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