



HDFC BANK

This is an ideal opportunity to advance your career in banking, with a bank which has served the nation for over four decades. We provide shelter and support in fulfilling the aspirations of Sri Lankans including business community through diversified financial solutions.

The HDFC Bank is looking for competent, dynamic & result-oriented individuals with a proven track record to fill the following positions.

• **MANAGER INTERNAL AUDIT**

Job Profile:

➤ **Financial Auditing and Reporting**

- Conduct audits of financial statements, trial balances, and key ledgers to verify the accuracy, completeness, and compliance with Sri Lanka Accounting Standards.
- Review the adequacy of internal controls over financial reporting, focusing on reconciliations, journal entries, impairment computations, and provisioning accuracy.
- Perform audits relating to impairment calculations, provisioning, and ECL (Expected Credit Loss) models as per CBSL Direction.

➤ **Branch and Divisional Audits**

- Plan and perform Branch and Division audits covering both operational and financial controls.
- Ensure exit meetings are held at branch level to discuss audit findings, obtain management responses, and promote a culture of accountability and performance improvement.
- Compile comprehensive Branch and Divisional Audit Reports for submission to the CIA, including key control weaknesses, recommendations, and risk ratings.

➤ **Conducting Investigation**

Candidate prerequisites:

- A Member of Institute of Chartered Accountants of Sri Lanka (ICASL)/Association of Chartered Certified Accountants (ACCA)/ Certified Management Accountants (CMA)/Chartered Institute of Management Accountants in UK(CIMA).

OR

- A Degree in Finance/Accountancy/Commerce/Business Administration/Management/Economics from a recognized University.
 - Full professional qualifications in Banking will be an added advantage.
 - 04 years audit experience as a Senior Executive level capacity in Financial Services Sector.
 - IT based auditing experience will be an added qualification.
 - A comprehensive knowledge on application of Accounting and Financial Reporting Standards, CBSL directions and guidelines and other compliance and regulatory requirements.
 - Possess sound knowledge of corporate governance practice in a financial institution.
 - Excellent analytical, interpretation and writing skills.
- **Age:** should be between 35 years to 45 years as at the closing date of applications.

APPLICATION PROCEDURE

Applications with two non-related referees should be sent via email to **careers@hdfc.lk** on or before **30th September 2026** indicating the position applied in the subject line of the e-mail. The referees must include at least one from candidate's previous employment.

Those who do not possess the required qualifications and experience as at the closing date will not be eligible to apply for the above posts. Any application not meeting the required qualifications or received after the deadline will be rejected without any notice.

Candidates who fail to provide originals of relevant documents at the interview will not be appointed under any reason.

Any form of canvassing will be a disqualification.

HDFC Bank reserves the right to postpone or cancel the recruitment. Only shortlisted candidates will be contacted for the next step of the recruitment process.

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