

**Vacancy for
Enterprise Development Officer /
Junior Enterprise Development Officer
Ipalogama & Thirappane Branches
(Anuradhapura Region)**



**BERENDINA MICRO INVESTMENTS COMPANY LIMITED
(BMIC)**

The Organization:

Berendina Micro Investments Company Limited is a licensed microfinance company (LMFC) approved by the Monetary Board of the Central Bank of Sri Lanka under Microfinance Act, No 06 of 2016. It is a leading development organization dedicated to poverty alleviation in Sri Lanka through innovative best practices in microfinance, small business development & employment strategies. BMIC manages a loan portfolio of around LKR 3 billion representing a client base of approximately 90,000 clients through its 30 branches.

In addition to credit, the Company provides Enterprise Development Services (EDS) to improve requisite skills & knowledge of clients for existing business ventures and new enterprise initiatives ensuring long-term sustainability of those enterprises.

Berendina group also has another, not for profit organization namely Berendina Development Services (Gte) Ltd which implement various other forms of poverty alleviation programs in the country with a budget over Rs 200 million a year.

Job Profile:

BMIC's focus is not merely on providing credit to its clients but also ensuring the long-term sustainability of their business ventures by providing requisite skills of its target clientele through its Enterprise Development Services (EDS) initiative. Accordingly, BMIC engages in the provision of technical and business skill development training along with training programs to develop soft skills such as leadership, communication and positive thinking.

BMIC is among the very few organizations which provide such services to the rural communities and employ dedicated staff. EDS is operated as demand driven service and facilitated by inclusive approach which provides easy accessibility to its borrowers.

Enterprise Development Officers / Junior Enterprise Development Officers are responsible for implementation of the EDS component of the BMIC at branch level.

Qualifications:

Enterprise Development Officer:

- Ideal candidate should be a **Diploma holder preferably in Agriculture / Enterprise & Business Development related discipline or A/L qualifications with Business studies & more than one-year experience in relevant field.**
- Should be a person who wants to develop a career in Enterprise Development.
- Good command in English is an added qualification.
- Should have analytical skills.
- Ability to work independently with minimum supervision.
- Ability to maintain excellent interpersonal relationship with stakeholders.
- Good knowledge in Microsoft applications (MS Word, Excel & Power Point).
- **Should have valid motor bike riding license.**
- Experience in social development activities.
- Experience in Enterprise Development and Livelihood Development will be an added advantage.

Junior Enterprise Development Officer:

- Ideal candidate should have passed **A/L in Commerce or Science stream.**
- Should be a person who wants to develop a career in Enterprise Development sector.
- Good command in English is an added qualification.
- Should have analytical skills.
- Ability to work independently with minimum supervision.
- Ability to maintain excellent interpersonal relationship with stakeholders.
- Good knowledge in Microsoft applications (MS Word, Excel & Power Point).
- **Should have valid motor bike riding license.**
- Experience in social development activities.
- Experience in Enterprise Development and Livelihood Development will be an added advantage.

Salary: Negotiable and market based attractive remuneration package will be offered depending on qualifications and experience. **Please indicate your current salary on the application.**

Berendina offers Health insurance, EPF employer contribution of 15% & ETF and special allowances. The organization also offers career development training opportunities locally and at times internationally.

How to Apply:

Please apply with your comprehensive CV with the contact details of two non-related referees **from your previous employment** to the following E-mail address careers@bmi.berendina.org indicating **Post of EDO/JEDO – Interested Branch** in the subject line of the E-mail.

The closing date for applications is 07 days from the published date.

The shortlisted candidates only will be contacted.

Head of HR & Administration
Berendina Micro Investments Company Limited.

No. 44/3, 03rd Floor, Narahanpita Road, Nawala.

Email: careers@bmi.berendina.org

Web: <http://www.berendina.org>

Facebook Page: <https://www.facebook.com/berendina.org>