



State Ministry of Coconut, Kithul and Palmyrah Cultivation Promotion
and Related Industrial Product Manufacturing & Export Diversifications

COCONUT DEVELOPMENT AUTHORITY

Applications are hereby invited from the citizens of Sri Lanka who are well-experienced and have necessary qualifications with regard to the undermentioned posts presently vacant at the Coconut Development Authority.

1. Post : **Director (Administration)**

No. of Vacancies : 01

Service Category : Senior Management Level (HM 1-1)

Salary Scale : Rs. 80,295/= 15x2,270/= Rs.114,345/- (HM 1-1 2016) (Per month) -
+ approved Government Allowances.

Educational Qualifications and Experience:

For External Applicants:

Should have obtained a first Degree from a university recognized by the University Grants Commission in the fields of Public Administration/ Business Administration/Management/Law with a Post graduate Degree of the relevant field.

WITH

At least 15 years experience in Managerial level relevant to the field in a government or government recognized institution.

For Internal Applicants:

Should have completed satisfactory period of service & not less than 05 years in a related field in a Managerial level (MM 1- 1) with the salary scale of Grade 1 of the Coconut Development Authority.

Age Limit:

Candidates should not be less than 35 years of age and be not more than 50 years as at the closing date of applications. The upper age limit would not be applicable to Applicants already in the services of Government Depts./ Provincial Government/ State Corporations/ Statutory Boards and Permanent Service in the Coconut Development Authority.

Method of Selection: By a Structured Interview.

Transport facilities are provided as per the Public Enterprises Circular Nos. 1/2015 and 1/2015 (1)

2. Post : **Director (Processing Development)**

No. of Vacancies : 01

Service Category : Senior Management Level (HM 1-1)

Salary Scale : Rs. 80,295/= 15x2,270/= Rs.114,345/- (HM 1-1 2016) (Per month) -
+ approved Government Allowances.

Educational Qualifications and Experience:

For External Applicants:

1. Should have obtained a Bachelor's Degree from a university recognized by the University Grants Commission in the fields of Science (with a subject of Biology, Chemistry, Physics, Agriculture, Food Science) or should have obtained a first Degree in the fields of Engineering /Technology

WITH

A Postgraduate Degree qualification (Masters') in the relevant field or Corporate Membership of a recognized professional Chartered Institute, which is relevant to the subject area of the post.

AND

Should have at least 15 years experience in Managerial level relevant to the field in a Government, State Corporation / Statutory Board or recognized private institution.

OR

2. Full Membership of a recognized professional Chartered Institution in a related field to the post.

AND

Should have at least 15 years experience in Managerial level relevant to the field in a Government, State Corporation / Statutory Board or recognized private institution.

For Internal Applicants:

Having obtained the qualifications required by the external candidates above.

OR

Should have completed satisfactory period of service of not less than 05 years in a related field in the Management level (MM 1- 1) Grade 1 of the Coconut Development Authority.

Age Limit:

Candidates should not be less than 35 years of age and be not more than 55 years as at the closing date of applications. The upper age limit would not be applicable to applicants already in the Permanent Service in the Coconut Development Authority.

Method of Selection: By a Structured Interview

Transport facilities are provided as per the Public Enterprises Circular Nos. 1/2015 and 1/2015 (1)

3. Post : **Assistant Director (Processing Development)**

No. of Vacancies : 01

Service Category : Middle Management Level (MM 1-1)

Salary Scale : Rs. 53,175/-, 10x1,375/-, 15x1,910/- = Rs. 95,575/- (MM 1-1 2016) (Per month)
+ approved Government Allowances.

Educational Qualifications and Experience:

For External Applicants:

Should have obtained a Science degree from a university, recognized by the University Grants Commission in the fields of Pure / Applied / Biology, Agricultural Science.

WITH

At least 03 years of experience in the relevant field of a government or government institution after obtaining the above qualification.

For Internal Applicants:

Should have completed satisfactory period of service of not less than 05 years in a related field in a Junior Management level (JM 1- 2) with the salary scale of grade 11 of the Coconut Development Authority.

OR

Should have obtained a Science degree from a university, recognized by the University Grants Commission in the fields of Pure / Applied / Biology, Agricultural Science.

WITH

A Minimum of five (5) years satisfactory service in a related field with a salary scale of the MA-3 Category.

Age Limit:

Candidates should not be less than 22 years of age and be not more than 45 years as at closing date of applications. The upper age limit would not be applicable to applicants already in the services of Government Depts./ Provincial Government/ State Corporations/ Statutory Boards and Permanent Service in the Coconut Development Authority.

Method of Selection: Written competitive examination and / or a structured interview

Other:

For all the above posts

1. Should be a citizen of Sri Lanka
2. To perform the duties assigned to the post well and to any part of the country Must be physically and mentally fit to serve.
3. Must be of excellent character.

Benefits:

For all the above posts

1. Gratuity under the Act. No. 12 of 1983.
2. Covered under a staff Medical Insurance Scheme and Personal Accident Insurance Scheme/Workmen Compensation Insurance Scheme
3. Employees' Provident Fund (EPF), Employee -10%, Employer 15% and Employees' Trust Fund (ETF) 3% Contribution by Employer.
4. Other fringe benefits applicable to employees of the Authority.

Application of the candidates inclusive of the details of the applicant's present employment, salary particulars, previous positions held with duration and names and addresses of two non-related referees, and all the other particulars of the applicants together with copies of Birth Certificate, Educational, Professional & service certificates thereof, should be forwarded under registered cover to reach on or before 12.11.2020. The post applied for should be indicated on the top left-hand corner of the envelope.

Applications from employees in Government Departments / Provincial Government Service / State Corporations / Statutory Boards should forward their applications through the respective Heads of Institutions and applicants who are already in permanent service in the Coconut Development Authority should forward their applications through the respective Divisional Heads of the Authority.

Applications received after the closing date or sent without copies of the abovementioned certificates or not sent through Heads of Departments/Institutions will be rejected.

This advertisement may be downloaded from CDA website - www.cda.gov.lk

Chairman

Coconut Development Authority

No. 54, Nawala Road, Narahenpita,

Colombo 05.