

# AGRICULTURAL AND AGRARIAN INSURANCE BOARD

## VACANCIES

Applications are invited from qualified citizens of Sri Lanka for the undermentioned vacancies that exist at the Agricultural and Agrarian Insurance Board.

### DEVELOPMENT OFFICER

Should have obtained a General Degree in the subject field of Agriculture / Marketing / Insurance / Commerce / Economics / Statistics from a university recognized by the University Grants Commission

#### Salary Scale:

Salary Scale for this post as per Schedule I of Management Services Circular No. 02/2016 dated 25.04.2016 is: MA 3 Rs. 32,200 – 445x10 – 660x11 – 730x10 – 750x5 – 54,960/- (MA 3 – 2016)

(In addition to the above, other allowances approved by the Board will be paid)

**Age Limit:** Should be not less than 22 years and not more than 35 years. (Maximum age limit is not applicable to internal applicants)

#### Method of Recruitment

Will be recruited after being selected at an open competitive examination and / or at a structured interview as decided by the appointing authority considering the number of vacancies that exist at the time of filling the vacancies after calling for applications through publishing a public notice.

### MANAGEMENT ASSISTANT

- Should have passed the General Certificate of Education (Ordinary Level) Examination in six (06) subjects in one sitting with Credit passes in
  - Sinhala / Tamil Language
  - Mathematics and for
  - Another two subjects
- Should have passed in at least three (03) subjects (except General Common Test) at the General Certificate of Education (Advanced Level) Examination

#### Salary Scale:

Salary Scale for this post as per Schedule I of Management Services Circular No. 02/2016 dated 25.04.2016 is: MM 1-1MA 1-1 Rs. 27,910 – 300x10 – 350x7 – 495x4 – 660x20 – 48,540/- (MA 1-1 – 2016)

(In addition to the above, other allowances approved by the Board will be paid)

#### Age Limit:

Should be not less than 18 years and not more than 30 years. (Maximum age limit is not applicable to internal applicants)

#### Method of Recruitment

Applications will be called from external applicants and 60% of the vacancies will be filled through an open competitive examination and / or by a structured interview and 40% of the vacancies will be filled through a limited competitive examination and / or structured interview out of the applications from internal applicants.

#### General

\*\* Steps will be taken also to call for applications internally for all these posts.

#### Additional Qualifications:

- Ability to work in English language
- Knowledge in the use of computers and having vocational educational qualifications in this regard.

#### Others:

##### Every candidate should be:

- A citizen of Sri Lanka
- Should be physically and mentally fit to perform the duties entrusted to this post and to serve in any part of the island.
- Should have an excellent moral character

##### Method marks are given at the structured interview:

	<u>Marks</u>
1. For relevant additional qualifications	30
2. For relevant additional experience	30
3. For relevant other capabilities	15
4. Performance at the interview	<u>25</u>
	<u>100</u>

#### Conditions of Service

This post is permanent. Employee should contribute 10% of the salary and the Agricultural and Agrarian Insurance Board will contribute 12% to the Employees Provident Fund. Board will also contribute 3% of the salary to the Employees Trust Fund.

Applicants who are already in the service of government departments, statutory Boards and Corporations should direct their applications through the heads of their respective institutions and the maximum age limit will not be applicable for them. Further, the head of the institution should have certified that the candidate could be released from service within a month if he/she is selected for the post.

#### Method of Applying:

Applications containing all details regarding the name, address, age, educational qualifications, professional qualifications and experience along with copies of certificates and names and addresses of two non referees should be sent by registered post to the address given below to receive on or before 03.12.2020. Applications that do not contain the copies of certificates and late applications will be rejected. If applying for several posts, separate applications should be submitted for each post and the name of post applying for should be mentioned on the left hand top corner of the envelope containing the application. The Board of Directors reserves the rights to take the final decision regarding the recruitment.

#### Chairman

Agricultural and Agrarian Insurance Board  
No. 117, Subadrarama Road  
Gangodawila  
Nugegoda

16.11.2020