

Employment Opportunities

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



Palmyrah Development Board

Vacancies

Applications are invited from citizens of the Democratic Socialist Republic of Sri Lanka for the following posts of the Palmyrah Development Board.

1. Post of Manager (Finance) MM 1-1 [01 POST]

Qualifications :

External Candidates (1 or 2 or 3)

1. A special bachelor's degree in the field of Commerce / Finance / Business Administration from a University Recognized by the U.G.C with Intermediate qualification in recognized professional Accounting body or equivalent.
2. Associate membership in recognized professional Accounting bodies (ICASL, CIMA U.K, ACCA, and CMA or equivalent).
3. Should be a holder of a Higher National Diploma in Accountancy from the Sri Lanka Technical College or Sri Lanka Institute of Higher Technical Education with intermediate qualification in recognized professional Accounting body or equivalent

With

4. Not less than three (3) years post qualifying experiences in Accounting / Auditing field in the Executive Management level in a Cooperation / Statutory Board / Reputed Mercantile Establishment.

Internal Candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.
2. Completion of minimum five (5) years satisfactory service in a post in the Junior Manager (JM) Category, in the subject area relevant to the post.

Age :

Should be not less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary Scale, Efficiency Bar and Employment Structure

Salary Code and the Monthly Salary Scale of the employee category.

MM 1-1 – 2016 Rs. [53,175 – 10 x 1,375 – 15 x 1,910 – 95,575]

2. Post of Internal Auditor MM 1-1 [01 POST]

Qualifications :

External :

A bachelor's degree in the field of Public Administration / Finance Business Administration / Management / Agriculture / Science / Law from a University recognized by the U.G.C. with at least three years post qualifying experience in a relevant field in a corporation, board or a reputed mercantile establishment.

Internal :

Minimum of five (5) years satisfactory service in a post in the Junior Manager Category grade I, in the subject area relevant to the post.

Age :

Should not be less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary Scale, Efficiency Bar and Employment Structure

Salary Code and the Monthly Salary Scale of the employee category.

MM 1-1 – 2016 Rs. [53,175 – 10 x 1,375 – 15 x 1,910 – 95,575]

3. Post of Junior Manager JM 1-1

Qualifications :

Regional Coordinator [02 POST]

External :

Bachelor's degree in the field of Public Administration / Finance Business Administration / Management / Agriculture / Biological Science / Law from a recognized university with minimum of one year post qualifying experience in a government department / corporation / board or in a reputed mercantile establishment.

Internal :

Employees who have completed a minimum of five (05) years satisfactory service in the relevant field in a post in Grade 1 of the "Management Assistant" category.

Audit Officer [02 POST]

External :

Bachelor's degree in Management or Commerce from a recognized University or intermediate institute of Chartered Accountants of Sri Lanka (ICASL) or intermediate level qualifications of Chartered Institute of Management Accountants (CIMA) or intermediate level qualifications or association of certified and Corporate Accountants (ACCA) or Higher National Diploma in accountancy with minimum of one (01) year post qualifying experience in a Government Department / Corporation / board or in a reputed mercantile establishment.

Note : exposure to computerized accounting environment is a distinct advantage.

Internal :

Employees who have completed a minimum of (05) years satisfactory service in the relevant field in a post in grade 1 of the "Management Assistant" category.

Salary Scale, Efficiency Bar and Employment Structure

Salary Code and the Monthly Salary Scale of the employee category.

JM 1-1-2016 : Rs. [42,600 - 10 x 755 – 18 x 1,135 – 70,580]

4. Post of Management Assistant (TECHNICAL) MA 2 – 1 [10 POST]

1. Management Assistant
2. Book Keeper

3. Development Assistant
4. Production Assistant

Qualifications :

Educational :

- a) Having passed G.C.E. (O/L) examination in six subject in one sitting with credit passes for four subjects including
 - i. Sinhala / Tamil
 - ii. Mathematics
- b) Having achieved the performance level required to follow a tertiary education course by passing the required number of subjects other than the "General Paper" at the G.C.E. (A/L) Examination.

Vocational :

Having successfully completed a Diploma or Certificate course not below the N.V.Q. Level 5, conducted by a recognized Institute of Technological Training in the relevant field.

Internal

Employees of the categories of primary level – skilled, primary level – semi skilled and primary level – unskilled who have the following qualifications are eligible to apply.

- a) Having passed G.C.E. (O/L) examination in six subject in one sitting with credit passes for four subjects including
 - iii. Sinhala/ Tamil
 - iv. Mathematics
- b) Having successfully completed a Diploma or Certificate course not below the N.V.Q. Level 5, conducted by a recognized Institute of Technological Training.
- c) Having completed a minimum of five (05) years satisfactory service in a post under the above employee category.

Age :

Should be not less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary Scale, Efficiency Bar and Employment Structure

Salary Code and the Monthly Salary Scale of the employee category.

MA 2-1 : Rs. [30,310 – 10 x 300 – 7 x 350 – 4 x 495 – 20 x 660 – 50,940]

5. Post of Research Officer AR – 1 [01 POST]

Qualifications :

External Candidates (1 or 2 or 3 below)

1. A Special Degree of (4) years duration with a first or second class upper in Science (Chemistry, Food Science and Technology, Food and Nutrition, Biotechnology Biochemistry, Botany, Agriculture Chemistry) recognized by the U.G.C.
2. A General Degree in a relevant field (Chemistry, Food Science and Technology, Food and Nutrition, Biotechnology, Biochemistry, Botany, Agriculture Chemistry) which is recognized by the U.G.C. with a post graduate diploma in the relevant field.
3. Associate Membership of a recognized professional Chartered Institution in the field related to the post.

Internal Candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.
2. Completion of minimum eight (08) years satisfactory service in a post related to academic / research activities in the Category of 'Operational / Instructional' (MA 4) or 'Enforcement / Operational / Extension' (MA 5), in the subject area relevant to the post.

Age :

Should be not less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary Scale, Efficiency Bar and Employment Structure

Salary Code and the Monthly Salary Scale of the employee category.

AR 1 – 2016 Rs. [53,150 – 10 x 1,375 – 15 x 1,910 – 95,550]

General :

1. Applicant should be a citizen of Sri Lanka.
2. Applicant should have good physical & mental fitness.
3. Applicant should be willing to serve in any part of Sri Lanka.

Applicants should forward their signed application with copies of birth certificate, education certificates, other relevant certificates, two testimonials (one from Gramaniladhari) together with names, addresses and telephone numbers of two non – related referees, under registered post to reach the **Chairman, Palmyrah Development Board, No.498, Galle Road, Colombo 06.**

The late applications will be rejected. Closing date for applications is **2021.02.10.**

Applications from officers in Government Departments / Corporations / Statutory Boards should be forwarded through their respective heads. A copy may be sent directly.

Please mark the post applied for on the top left – hand corner of the envelope.

Please note that the applications without copies of the relevant certificates will be rejected.

CANVASSING WILL BE A **DISQUALIFICATION.**