



Invitation of Applications for the Post of Joint Secretary and Treasurer

The Public Service Mutual Provident Association

(Incorporated under the Public Service Mutual Provident
Association Ordinance No. 05 of 1891)

Applications are invited for the following post in this association.

Post of Joint Secretary and Treasurer

Qualification:

Should be an Officer in Sri Lanka Administrative Service Class III or Sri Lanka Accountants Service Class III or Audit Inspector Service Class I or a Supra grade Officer in Public/Provincial Management Service Officers' Service.

Salary and Other Benefits

- Selected Officer will receive a salary equivalent to the government salary scale that he/she currently receives and an additional allowance of 50% of the monthly consolidated salary
- Other allowances approved by the government excluding the transport allowance
- Annual bonus as decided at the Annual General Meeting of the Association and encashment of the un-availed leave.
- Concessionary Season Tickets and Holiday Rail Warrants

Experience

Applicant should have the experience in the field of accounts, establishment and administration and efficiency in Sinhala and English languages. Knowledge in Tamil language will be an added qualification.

Conditions

Applications are invited for the above post from officers in Government service and Provincial Government Service and will be recruited on secondment basis on government requirement for a service period of two years as per Section No. 148 in Chapter 12 of the Procedural Rules of the Public Service Commission.

As this is an incorporated institution under the supervision of the Ministry of Finance, you may submit your application through Eleventh (XI) Appendix of the Procedural Rules of the Public Service Commission.

The selected applicant should submit a certification from the dept. head that he/she may be released for a period of two (02) years service in the Association as per the Procedural Rules of the Public Service Commission and / or the provisions of the Establishment Code of the Government of the Democratic Socialist Republic of Sri Lanka.

Selected applicants should deposit an amount decided by the Management Committee of the Public Service Mutual Provident Association as a security deposit.

Applicants, when submitting the application, should mention "**Post of Joint Secretary and Treasurer**" on the left hand top corner of the envelope and should send by registered post addressed to "President, The Public Service Mutual Provident Association, No. 155/5, Castle Street, Colombo 08" through the heads of the respective institutions to receive on or before 2.00 p.m. on 17.06.2021 and a copy of same should be send directly to the Public Service Mutual Provident Association.

R.A.T.A. Ranaweera
President

The Public Service Mutual Provident Association
No. 155/5, Castle Street, Colombo 08

0112665228

13.05.2021

Email: psmpaoffice@gmail.com

Website: www.psmmpa.com