

General Manager – (HM 2-1) Permanent

Manager – Human Resources & Administration – (MM 1-1) Permanent

Assistant Manager – Consumer & Marketing – (MM 1-1/II) Permanent

Management Assistant (Non-Tech.) – (MA 1-1) Permanent



JANATHA ESTATES DEVELOPMENT BOARD
Ministry of Plantation
Vacancies

Applications are hereby invited from qualified and eligible candidates to recruit for under mentioned vacant posts at Janatha Estates Development Board.

GENERAL MANAGER

The General Manager is accountable and responsible for all the activities, and administrative and financial affairs of the Institute who under the general direction and control of the Board of Directors, exercise, perform and discharge powers, functions and duties of the Board as may be delegated by the Board and provide leadership and encouragement to the staff of the Institute, for excelling in official achievements and generation and transfer of technology.

Qualifications and Experience:

A Bachelor's Degree in Agriculture/ Management or any other relevant Field which is recognized by the U.G.C.

WITH

A Postgraduate Degree in Agriculture/ Management or any other relevant Field with Corporate Membership of a recognized professional institution.

AND

At least 20 years' experience in Managerial Level out of which 05 years of experience should be at Senior Managerial Level with a proven track record in a Corporation, Board or a reputed Mercantile Establishment after obtaining the first degree.

OR

A Bachelor's Degree in Agriculture/ Management or any other relevant Field which is recognized by the U.G.C. after obtaining the first degree.

WITH

PhD Degree in Agriculture/ Management or any other relevant Field.

AND

At least 05 years' experience at Senior Managerial Level with a proven track record and management experience in a Corporation, Board or a reputed Mercantile Establishment after obtaining the PhD Degree.

Service Category : Senior Manager
Salary Code : HM 2-1
Salary Scale : Rs.91,645/-12x2,700/- = Rs.124, 045/- with COLA
Age : Not less than 35 years and not more than 55 years.
Fringe Benefits : Vehicle/Fuel and EFP ETF Contribution.

Nature of the Appointment: Permanent

Secondment Provision : Preference will be given for the Candidates of All Island Service Grade I Officers on secondment provision.

MANAGER - HUMAN RESOURCES AND ADMINISTRATION

To coordinate, supervise, manage and planning all Human Resources development activities, including legal and disciplinary issues and organizational activities as per the policies formulated and the directives given by the Government time to time.

Qualifications and Experience:

A Degree in Public Administration/Human Resource Management or any other relevant Field which is recognized by the UGC.

WITH

Minimum of one (01) year post qualifying experience in relevant field.

OR

Corporate Membership of the Chartered Institute of Personal Management.

Service Category : Middle Manager
Salary Code : MM 1-1
Salary Scale : Rs.53,175/-10xRs.1,375/-15xRs.1,910/-Rs.95,575/- with COLA
Age : Not less than 22 years and not more than 45 years.
Fringe Benefits : EPF/ETF contribution.
Nature of the Appointment: Permanent

ASSISTANT MANAGER – CONSUMER AND MARKETING

To assist Manager - Marketing to enhance marketing activities, and local tea sales branding etc.

Qualifications and Experience:

A Degree in Marketing Management/Business Administration/Management or any other relevant Field which is recognized by the UGC.

WITH

Minimum of one (01) year post qualifying executive level experience in relevant field a Government Department/Corporation/Board or a reputed Private Sector Organization acceptable to JEDB.

Service Category : Middle Manager
Salary Code : MM 1-1/II
Salary Scale : Rs.53,175/-10xRs.1,375/-15xRs.1,910/-Rs.95,575/- with COLA
Age : Not less than 22 years and not more than 45 years.
Fringe Benefits : EPF/ETF.
Nature of the Appointment: Permanent

MANAGEMENT ASSISTANT (NON TECH.) - 05 VACANCIES

Relevant and related Administrative services (Non-technical) are to be provided under the supervision and guidance of executives and administrative level officers to fulfill the requirement of the organization.

Qualifications and Experience:

Passed the G.C.E. O/L Sinhala, Mathematic and English with 04 Credit passes and passed the G.C.E. A/L with minimum 03 passes (without Common General Test)

Service Category : Secondary Level
Salary Code : MA 1-1
Salary Scale : Rs.27,910/- 10x 300/- 7x350/- 4x495/- 20x660/- 48,540/- with COLA
Age : Not less than 18 years and not more than 45 years.
Fringe Benefits : EPF/ETF contribution.
Nature of the Appointment: Permanent

General

1. Please see the Sinhala translation of the advertisement for internal candidates of the above three positions (Manager Human Resources, Assistant Manager – Consumer Marketing and Management Assistant (Non –Tech))
2. The applications along with relevant certified copies of Educational, Professional qualifications, Experience and other Certificates should be forwarded under Registered Cover to reach to the Chairman of JEDB on or before 30th November, 2022. The name applied should be indicated on the top left hand corner of the envelope in capital letters. Incomplete or late applications will be rejected. Any form of canvassing would be a disqualification. Only short listed eligible candidates will be called for the Interview. Please refer the JEDB website (www.jedb.lk).

Chairman,
Janatha Estates Development Board,
No.55/75, Vauxhall Lane,
Colombo 02.
E-mail: chjedb@gmail.com
14.11.2022