



# EMPLOYEES' TRUST FUND BOARD

(Under the purview of Ministry of Finance, Economic Stabilization and National Policies)



## VACANCIES

The Employees' Trust Fund Board formed by Parliament Act No. 46 of 1980 and functions under the Ministry of Finance, Economic Stabilization and National Policies provides social security for members. It is the second largest superannuation fund in the country. The fund base is over Rs. 450 Billion and has 19 Regional Offices island wide. At present the contributing membership of the fund is approximately 2.8 million and covers 83,000 employers.

The Board wishes to recruit qualified and dynamic professionals who are citizens of the Sri Lanka to fill the following vacancies

01.

Designation	Qualifications & Experience
<b>Deputy General Manager (Investment) - (HM 1-3)</b> (1 vacancy)	A Bachelor's Degree in Commerce /Accounting or Finance with appropriate subject combinations from a university recognized by the University Grants Commission and a postgraduate degree qualification (Masters') in the relevant field or Corporate Membership of a recognized Professional Institution with minimum of 18 years' experience in Managerial Level out of which 03 years should be in the senior managerial level in a Corporation, Board or a reputed Mercantile Establishment. <b>Note : Preference will be given for those who have CFA qualifications.</b>
<b>Deputy General Manager (Collection and Employer Relations) - (HM 1-3)</b> (1 vacancy)	A Bachelor's Degree in Management / B.Sc (Science Stream)/ BA/B.Com /Sociology / B.Sc. (Public Administration / Business Administration), Human Resources from a university recognized by the University Grants Commission and a postgraduate Degree qualification (Masters') in the relevant field or Corporate Membership of a recognized Professional Institution with minimum of 18 years' experience in Managerial Level out of which 03 years should be in the senior managerial level in a Corporation, Board or a reputed Mercantile Establishment.
<b>Deputy General Manager (IT) - (HM 1-3)</b> (1 vacancy)	A Bachelor's Degree in Computer Science / Information Technology from a University recognized by the University Grants Commission and a postgraduate Degree qualification (Masters') in the relevant field or Corporate Membership of a recognized Professional Institution with minimum of 18 years' experience in Managerial Level out of which 03 years should be in the senior managerial level in a Corporation, Board or a reputed Mercantile Establishment.
<b>Deputy General Manager (Legal) - (HM 1-3)</b> (1 vacancy)	Degree in LLB which is recognized by the University Grants Commission with Attorney at law and a postgraduate degree qualification (Masters' in law) with minimum of 18 years' experience in Managerial Level out of which 03 years should be in the senior managerial level in a Corporation, Board or a reputed Mercantile Establishment.

02.

Designation	Qualifications & Experience
<b>Assistant General Manager (Member Services) - (HM 1-1)</b> (1 vacancy)	A Bachelor's Degree in Management / B.Sc (Science Stream)/ BA/B.Com /Sociology / B.Sc. (Public Administration / Business Administration), Human Resources from a University recognized by the University Grants Commission and a postgraduate Degree qualification (Masters') in the relevant field or Associate Membership of a recognized Professional Institution with minimum of 10 years' experience in Managerial Level in a Corporation, Board or a reputed Mercantile Establishment.
<b>Assistant General Manager (Enforcement) - Zone 2 - HM 1-1)</b> (1 vacancy)	A Bachelor's Degree in Management / B.Sc (Science Stream)/ BA/B.Com /Sociology / B.Sc. (Public Administration /Business Administration), Human Resources from a University recognized by the University Grants Commission and a postgraduate degree qualification (Masters') in the relevant field or Associate Membership of a recognized Professional Institution with minimum of 10 years' experience in Managerial Level in a Corporation, Board or a reputed Mercantile Establishment.
<b>Assistant General Manager (Finance) - (HM 1-1)</b> (1 vacancy)	A Bachelor's Degree in Commerce /Accounting or Finance with appropriate subject combinations from a University recognized by the University Grants Commission and a postgraduate degree qualification (Masters') in the relevant field or Associate Membership of a recognized Professional Institution with minimum of 10 years' experience in Managerial Level in a Corporation, Board or a reputed Mercantile Establishment.

03.

Designation	Qualifications & Experience
<b>Legal Officer as Board Secretary - (JM 1-1)</b> (1 vacancy)	LLB or Attorney at Law from a University / Institution recognized by the UGC

### Salary Scale

**HM 1-3** - Rs. 86,865/-15x2,270 = Rs. 120,915/- (Initial Salary Point - Rs. 86,865/=)

**HM- 1-1** - Rs. 80,295/-15x2,270 = Rs. 114,345/- (Initial Salary Point - Rs. 80,295/=)

**JM 1-1** - Rs. 42,600/- +10x 755/- + 18 x 1,135 = 70,580/- (Initial Salary Point - Rs. 42,600/=)

### Age for :

**HM 1-3 and HM 1-1:** Age should be not less than 35 years and not more than 55 years.

**JM 1-1:** Age should be not less than 22 years and not more than 45 year

**Selection Criteria :** Structural Interview

### Other Benefit for the above posts

- A vehicle with a driver and fuel allowance or vehicle allowance to use own vehicle, as per public enterprises circulars would be provided for HM 1-3 and HM 1-1 posts
- Loan Facilities
- Annual bonus subject to Treasury approval
- Medical Insurance

The selected candidates are entitled to the Government approved cost of living allowance and other Fringe benefits enjoyed by state organizations of similar status.

Applications containing brief Bio-Data with copies of the Certificates and names and contact details of two non-related referees should be sent under registered cover marking the post on the top left hand corner of the envelope to reach the undersigned on or before **06.04.2023** Applications from employees in Govt. Departments, Corporations, and Boards etc. should be forwarded through the Heads of such institutions, indicating whether the applicant can be released if selected.

**Chairman / CEO,**  
**EMPLOYEES' TRUST FUND BOARD,**  
**P.O. Box 807, "Mehewara Piyesa",**  
**Narahenpita, Colombo 5.**