



# SMALLHOLDER AGRIBUSINESS AND RESILIENCE PROJECT (SARP) MINISTRY OF AGRICULTURE



## Selection of Individual Consultant

The Smallholder Agribusiness and Resilience Project (SARP), a project jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka, aims to build resilience and market participation of 40,000 rural households in the climate change affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala. This is pursued through capacity building for climate resilience and inclusive value chains, combined with investments for climate resilience and inclusive value chains including last mile infrastructure. The lead programme agency is the Ministry of Agriculture, which would establish a dedicated Project Management Unit (PMU) at central level and two regional hubs for implementation of SARP. Total project finance value is USD 82 Mn.

Applications are invited from citizens of Sri Lanka with below mentioned qualifications and experience to fill the following position for the Project Management Unit.

### 01. Communication and Knowledge Management Officer - 01 position Full Time Basis

#### Qualifications/Experience Required :

Bachelor degree or equivalent in Communications, Journalism, Public Relations, Social Sciences or another relevant field

Or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field

With

Minimum seven(07) years of experience in relevant field.

- Demonstrated knowledge and ability to develop, promote, implement, monitor and evaluate communication and KM strategies and methods;
- Proficient knowledge of social media platforms, including Twitter, Facebook, YouTube, LinkedIn and Instagram;
- Experience in developing and maintaining webpages;
- Desirable: Proficiency in graphic design software and multimedia content creation tools;
- Ability to write and edit for different media and audiences;
- Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet;
- Familiarity with database management and office technology equipment;

#### Other Required Qualifications and Experience

- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, and youth organizations, and authorities at different levels; familiarity with tools and approaches of communications for development;
- Excellent oral and written skills; excellent drafting, formulation, reporting skills;
- Ability to work and adapt professionally and effectively in a challenging environment;
- Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines.

Monthly consultancy fee: **Equivalent to PS 4 Category A** level for Based on the Management Services Circular 01/2019.

#### Location and period of execution

The **Communication and Knowledge Management Officer** will be based in Project Management Unit at Colombo with field visits as may be required. Duration of service is 24 person months. Initially, the contract will be assigned for a period of six (06) months and its extension will be based upon successful performance.

#### General Conditions Applicable for the Above-Mentioned Position

**All the Qualifications should be in the relevant field of the post.**

#### Languages

Excellent written and verbal communication skills in English and Sinhala/Tamil is a must with sound knowledge in Microsoft Office Packages as most of the work need to be done by him/herself (Except Office Assistant). Working knowledge of another official language is desirable.

#### Age Limit

Candidates who are below 45 years of age are encouraged to apply.

#### Conditions of Employment

Officers belonging to government services will be recruited on secondment basis and persons outside the government services will be recruited on contract basis. All appointments will be initially for a period of one year and extension of service will be based on successful performance.

#### Method of Selection

Only shortlisted applicants based on Consultant Qualification (CQS method) on the highest qualifications and experience, will be called for an interview and selection will be based on the performance at the interview.

#### Applications

Those who are interested **can download the TOR through website : [www.agrimin.gov.lk](http://www.agrimin.gov.lk)**. Please forward your proposal (complete resume with relevant certified copies of the certificates and experience as per the TOR) **on or before 09th of October 2023 by registered post/by hand to reach the following address and e-mail a soft copy of the registered post application with all the documents to [agriminpmu.sarp@gmail.com](mailto:agriminpmu.sarp@gmail.com)** with the post you apply for in the Subject Line of the e-mail.

Please indicate name of the post you apply and the preferred district on the top left-hand corner of the envelope.

**Applicants currently in government/ semi government services should forward their applications through their relevant Heads of Departments.**

For more details, please contact Procurement Specialist on 0112 770 998 or [hibathullah@sarp.lk](mailto:hibathullah@sarp.lk) during working days, from 9.00 a.m. to 3.00 p.m. Project Director, No 2/2/1, Kandawaththa Road, Pelawaththa, Battaramulla.

Any form of canvassing will be resulted as immediate disqualification.

**Chairman,  
Project Procurement Committee,  
Smallholder Agribusiness and Resilience Project,  
Ministry of Agriculture,  
2/2/1, Kandawaththa Road,  
Pelawaththa,  
Battaramulla.**