



Ministry of Agriculture & Plantation Industries

COCONUT DEVELOPMENT AUTHORITY



Applications are hereby invited from the citizens of Sri Lanka who are well experienced and have necessary qualifications with regard to the undermentioned posts presently vacant at the Coconut Development Authority.

1. Post - Director (Administration)

No. of Vacancies : 01

Service Category : Senior Management Level - (HM 1-1)

Salary Scale : Rs. 80,295/- , 15x2,270/- = Rs. 114,345/- (HM 1-1 2016) (per month) + Approved Government Allowances.

Basic Salary Step : Rs. 80,295/-

Educational Qualifications and Experience :

For External Applicants

Should have obtained a First Degree from a University recognized by the University Grants Commission in the fields of Public Administration / Business Administration / Management / Law with a Postgraduate Degree of the relevant field.

With

Should have obtained not less than fifteen years experience (15) at Managerial Level relevant to the post in a Government or Government recognized Institution.

For Internal Applicants

Should have completed satisfactory period of service not less than 05 years in a related field in a Managerial Level (MM 1-1) with the salary scale of Grade 1 of the Coconut Development Authority.

Age Limit :

Candidates should not be less than 35 years of age and not more than 50 years as at closing date of applications. The upper age limit would not be applicable to Applicants already in the services of Government Dept./Provincial Government/State Corporations / Statutory Boards and Permanent Service in the Coconut Development Authority.

Method of Selection : By an Structured Interview.

Benefits :

1. Gratuity under the Act No. 12 of 1983
2. Covered under a staff Medical Insurance Scheme and Personal Accident Insurance Scheme/Workmen Compensation Insurance Scheme
3. Employees' Provident Fund (EPF), Employee - 10%, Employer - 15% and Employees' Trust Fund (ETF) 3% Contribution by Employer
4. Other fringe benefits applicable to Employees of the Authority
5. Transport facilities are provided as per the Public Enterprises Circular Nos. 1/2015 and 1/2015(1)

2. Post - Director (Processing Development)

Service Category : Senior Management Level - (HM 1-1)

Salary Scale : Rs. 80,295/- , 15x2,270/- = Rs. 114,345/- (HM 1-1 2016) (per month) - + Approved Government Allowances.

Basic Salary Step : Rs. 80,295/-

Educational Qualifications and Experience :

For External Applicants

1. Should have obtained a Bachelor's Degree in Science from a University recognized by the University Grants Commission in the fields of Science (with a subject of Biology, Chemistry, Physics, Agriculture, Food Science) or should have obtained a First Degree in the fields of Engineering / Technology

With

A Postgraduate Degree qualification (Master's) in the relevant field or Corporate Membership of a recognized professional Chartered Institute, which is relevant to the subject area of the post

And

Should have at least 15 years experience at Managerial Level in the relevant field in a Government, State Corporation, Statutory Board or recognized Private Institution.

OR

2. Full Membership of a recognized professional Chartered Institute in a related field to the post

And

Should have at least 15 years experience at Managerial Level in the relevant field in a Government, State Corporation, Statutory Board or recognized Private Institution.

For Internal Applicants

Having obtained the qualifications required by the external candidates above.

OR

Should have completed satisfactory period of service not less than 05 years in a related field at the Management Level (MM) Grade 1 of the Coconut Development Authority.

Age Limit :

Candidates should not be less than 35 years of age and not more than 55 years as at closing date of applications. The upper age limit would not be applicable to Applicants already in the Permanent Service in the Coconut Development Authority.

Method of Selection : By an Structured Interview.

Benefits :

1. Gratuity under the Act No. 12 of 1983
2. Covered under a staff Medical Insurance Scheme and Personal Accident Insurance Scheme/Workmen Compensation Insurance Scheme
3. Employees' Provident Fund (EPF), Employee - 10%, Employer - 15% and Employees' Trust Fund (ETF) 3% Contribution by Employer
4. Other fringe benefits applicable to Employees of the Authority
5. Transport facilities are provided as per the Public Enterprises Circular Nos. 1/2015 and 1/2015(1)

3. Post - Director (Marketing Research & Development)

No. of Vacancies : 01

Service Category : Senior Management Level - (HM 1-1)

Salary Scale : Rs. 80,295/- 15x2,270/- = Rs. 114,345/- (HM 1-1 2016) (per month) + Approved Government Allowances.

Basic Salary Step : Rs. 80,295/-

Educational Qualifications and Experience :

For External Applicants

Should have obtained a First Degree from a University recognized by the University Grants Commission in the fields of Economics, Business Administration, Marketing, Commerce, Management with a Postgraduate Degree of the relevant field.

With

Should have obtained not less than fifteen years experience (15) at Managerial Level relevant to the post in a Government or Government recognized Institution.

For Internal Applicants

Should have completed satisfactory period of service not less than 05 years in a related field at a Managerial level (MM) with the salary scale of Grade 1 of the Coconut Development Authority.

Age Limit :

Candidates should not be less than 35 years of age and not more than 50 years as at closing date of applications. The upper age limit would not be applicable to Applicants already in the services of Government Dept./Provincial Government/State Corporations / Statutory Boards and Permanent Service in the Coconut Development Authority.

Method of Selection : By an Structured Interview.

Benefits :

1. Gratuity under the Act No. 12 of 1983
2. Covered under a staff Medical Insurance Scheme and Personal Accident Insurance Scheme/Workmen Compensation Insurance Scheme
3. Employees' Provident Fund (EPF), Employee - 10%, Employer - 15% and Employees' Trust Fund (ETF) 3% Contribution by Employer
4. Other fringe benefits applicable to Employees of the Authority
5. Transport facilities are provided as per the Public Enterprises Circular Nos. 1/2015 and 1/2015(1)

4. Post - Assistant Director (Finance)

No. of Vacancies - 01

Service Category - Middle Management Level - (MM 1-1)

Salary Scale - Rs. 53,175/- , 10x1,375/- 15x1910/- = Rs. 95,575/- (MM 1-1 2016) (per month) + Approved Government Allowances.

Basic Salary Step : Rs. 53,175/-

Educational Qualifications and Experience :

For External Applicants

- i. Should have obtained a Degree from a University recognized by the University Grants Commission in the fields of Accounting, Commerce, Business Administration, Public Administration, Management.

Or

- ii. Having passed the Intermediate Examination of the Institute of Chartered Accountants of Sri Lanka / Parts A and B of the Institute of Cost and Management Accountants of England and the Professional Part I / Intermediate Examination of the Institute of Certified and Chartered Accountants (England).

Should have at least 03 years of experience in the relevant field after qualifying in i or ii above.

For Internal Applicants

Should have completed satisfactory period of service not less than 05 years in a related field in JM 1-2 level with the salary scale of Grade II of the Coconut Development Authority.

Age Limit :

Candidates should not be less than 25 years of age and not more than 45 years as at closing date of applications. The upper age limit would not be applicable to Applicants already in the services of Government Dept./Provincial Government/State Corporations / Statutory Boards and Permanent Service in the Coconut Development Authority.

Method of Selection : Written Competitive Examination and/or a Structured Interview.

Benefits :

For the above posts

1. Gratuity under the Act No. 12 of 1983
2. Covered under a staff Medical Insurance Scheme and Personal Accident Insurance Scheme/Workmen Compensation Insurance Scheme
3. Employees' Provident Fund (EPF), Employee - 10%, Employer - 15% and Employees' Trust Fund (ETF) 3% Contribution by Employer
4. Other fringe benefits applicable to Employees of the Authority

Other :

For the above posts

1. Should be a citizen of Sri Lanka
2. To perform the duties assigned to the post well and be prepared to work in any part of the country, must be physically and mentally fit to serve.
3. Must be of excellent character.

Applications of the candidates inclusive of the details of the applicant's present employment, salary particulars, previous positions held with duration and names and addresses of two non-related referees, and all the other particulars of the applicant together with copies of Birth Certificate, Educational, Professional & Service Certificates thereof, should be forwarded under registered cover to reach on or before **29.04.2024**. The post applied for should be indicated on the top left-hand corner of the envelope.

Applications from employees in Government Departments / Provincial Government Service / State Corporations / Statutory Boards should forward their applications through the respective Heads of Institutions and applicants who are already in permanent service in the Coconut Development Authority should forward their applications through the respective Divisional Heads of the Authority.

Applications received after the closing date or sent without copies of the abovementioned certificates or not sent through Heads of Departments/Institutions will be rejected.

This advertisement may be downloaded from CDA Website - www.cda.gov.lk

Chairman
Coconut Development Authority
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