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பனை அபிவிருத்திச் சபை
PALMYRAH DEVELOPMENT BOARD



VACANCY ANNOUNCEMENT

Applications are invited from suitable candidates for the following posts.

1. Junior Manager - Audit Officer

Qualifications:

External Candidates

Bachelor Degree in Management or Commerce from a recognized University or intermediate Institute of Chartered Accountants of Sri Lanka (ICASL) or Intermediate level qualification of Chartered Institute of Management Accountants (CIMA) or intermediate level qualification of Association of Certified and Corporate Accountants (ACCA) or Higher National Diploma in Accountancy or Equivalent qualifications.

With

Minimum of one (01) year post qualifying experience in a Government Department / Corporation / Board or in a reputed mercantile establishment.

Note: Exposure to computerized accounting environment is a distinct advantage.

Internal

Employees who have completed a minimum of five (05) years satisfactory service in the relevant field in a post in Grade-I of the "Management Assistant" Category.

2. Regional Coordinator

Qualifications

External Candidates

Bachelor Degree in the field of Public Administration/Finance/Business Administration/Management/Agriculture/Biological Science/Law from a recognized University with minimum of one-year post qualification experience in a Government Department /Corporation/Board or in a reputed Mercantile Establishment.

Internal

Employees who have completed a minimum of five (05) years satisfactory service in the relevant field in a post in Grade-I of the "Management Assistant" Category.

Salary Scale relevant to the Post: JM 1-1-2016

Rs. 42,600/- 10x755 - 18x1135 - 70,580/- as per the Management Circular 02/2016. Salary step specified for as at 01.01.2019 of the salary scale: Rs. 38,185/- and government approved allowances.

Age for Post 1 & 2

Should be not less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

3. Production Assistant

4. Development Assistant

5. Book Keeper

Qualifications:

External Candidates

Educational

- Having passed G.C.E (O/L) Examination in six subjects in one sitting with credit passes for four subjects including
 - Sinhala/Tamil
 - Mathematics
- Having achieved the performance level required to follow a tertiary education course by passing the required number of subjects other than the "General Paper" at the G.C.E (A/L) Examination.

Vocational

Having successfully completed a Diploma or Certificate Course not below the N.V.Q. Level 5, conducted by a recognized Institute of Technological Training in the relevant field.

Internal

Employees of the categories of primary level - skilled, primary level-semi skilled and primary level-unskilled who have the following qualifications are eligible to apply.

- Having passed G.C.E (O/L) examination in six subjects in not more than two sittings with credit passes for four subjects including
 - Sinhala/Tamil
 - Mathematics
- Having successfully completed a Diploma or Certificate Course not below the N.V.Q. Level -5, conducted by a recognized Institute of Technological Training.
- Having completed a minimum of five (05) years satisfactory service in a post under the above employee category.

Salary Scale relevant to the post: MA 2-1-2016

Rs. 30,310/- -10x300 - 7x350 - 4x495 - 20x660 - 50,940/- as per the Management Circular 02/2016. Salary step specified for as at 01.01.2019 of the salary scale: Rs. 27,170/- and government approved allowances.

Age:

Should be not less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Other: Every applicant.

- Should be a citizen of Sri Lanka
- Should be physically and mentally fit to discharge the duties of the post and to serve in any part of the Island.
- Should be of excellent moral character.

Self prepared applications marked the Relevant Post on the top left-hand corner of the envelope should be sent by Registered Post, addressed to the Chairman, Palmyrah Development Board, N.H.D.A, Building, 1st Floor, Kandy Road, Jaffna to be received on or before 7th June, 2019. Late applications will not be considered.

Chairman,
Palmyrah Development Board
18.05.2019