



VACANCY

DEPUTY GENERAL MANAGER – ADMINISTRATION (HM 1-3) 01 VACANCY

We are looking for result oriented & self motivated individual with exceptional integrity & competence to result for the above position.

Qualifications

External Candidates (1or 2 below) :

1. A Bachelor's Degree in a Management, Public Administration, Business Administration, Human Resources, Commerce or Law which is recognized by the U.G.C.

WITH

A Postgraduate Degree qualification in the relevant field or Associate Membership of a recognized professional Chartered Institute, which is relevant to the subject area of the post

AND

Minimum of 15 years experience at "Managerial Level" in a Corporation, Statutory Board/ Institution or a reputed private institution.

Internal candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.
2. Completion of minimum five (5) years satisfactory service in the post of Assistant General Manager Category (HM-1-1), in the subject area relevant to the post.

Age

Should be not less than 35 years and not more than 55 years. The upper age limit will not apply to the internal candidates.

Salary Scale

Rs.86, 865/= (2,270X 15/=) Rs. 120,915/=

The initial salary point of the above post is Rs. 86,865/=

Rs. 50,000/= (Transport allowance)

Fuel Allowance as per the Pub Ad circular 05/2016

Rs. 7,800/= Cost of Living Allowance

Rs.5,000/= Monthly Allowance

Other:

Every Applicant,

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

• Application Procedure

Applicants giving full bio- data together with copies of all certificates for academic, professional qualifications & experience with names, addresses & telephone numbers of two non-related referees should be send to reach to following address on or before 28th of February, 2023 under the registered post indicating the post applied on the top left hand corner of the envelop. Applicants from Departments/Statutory Board/Public Corporations/ Fully Government Corporations should send their applications through the respective Heads of the Organizations. Applications received after the closing date will not be considered. Incomplete applications will be rejected without intimation.