

MINISTRY OF PLANTATION INDUSTRIES

THURUSAVIYA FUND

Applications are invited from Sri Lankan citizens who possess qualifications and experience for the vacancies in the following posts existing in the Thurusaviya Fund Institution.

1. Post (01) - Management Assistant (Non-Technical)

Service Segment - MA 1-2-2016, Grade III

Salary Scale - 27,910 - 10x300 - 7x350 - 12x600 - 12x710 - 49,080 and other Government approved allowances. According to the Management Service Circular No. 02/2016 the initial salary step is Rs. 25,018/- and adjustment allowance of Rs. 1200/ = .

Educational Qualifications and experience for external applicants

Should pass the G.C.E. (Ord. Level) Examination in 06 subjects in one sitting with credit passes for 4 subjects including mother language, English language and Mathematics and should pass the G.C.E. (Adv. Level) Examination in 3 subjects.

For Internal Applicants

Should pass the G.C.E. (Ord. Level) Examination in 06 subjects with credit passes for 4 subjects including mother language, English language and Mathematics in not more than 2 sittings and should pass G.C.E. (Adv. Level) Examination.

Should have been confirmed in a technical or non-technical post of the primary service segment and should have a satisfactory service of 05 years.

Age: Should be not below 18 years and not over 30 years. RIGHTS RESERVED.

Scheme of Recruitment - By a structured interview.

Confirmation - From and out of the external applicants any officer appointed to Grade III of the service post will be appointed subject to a probationary period of three (03) years and he/she will be confirmed in service after the probation period provided that officers' work and conduct had been satisfactory during the probation period and he/she has passed the first Efficiency Bar Examination. Internal applicants and who are presently serving in a post will be subject to an acting period of one year.

Benefits

Employees Provident Fund - 10% from employer
15% from employee

Employees Trust Fund - 3% from employee

The applicants should submit their applications with copies of the birth certificate, educational and professional and experience certificates by registered post to the following address on or before **09-04-2019**.

The name of the relevant post should be mentioned on the top left-hand corner of the envelope where the applications are enclosed.

The applicants in the permanent service of the Thurusaviya Fund should submit their applications through their Head of the Institution.

The applications received after the due date for the submission of applications and applications without the above qualifications and certificates will be rejected.

**Chairman,
Thurusaviya Fund,
No. 74, Kaduwela Road,
Battaramulla.**

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Applications are invited from Sri Lankan Citizens who possess qualifications and experience for the vacancies in the following posts existing in the Thurusaviya Fund Institution.

1. Post (01) - MANAGEMENT ASSISTANT (TECHNICAL)

Service Segment - MA2-2-2016, Grade III

Salary Scale - Rs. 30,310 - 10x300 - 7x350 - 4x600 - 20x710 - 52,360 and other Government approved allowances according to the Management Services Circular No. 02/2016 the monthly initial salary step is Rs. 27,170/- and adjustment allowance Rs. 382/=.

Educational Qualifications and Experience for External Applicants:

Should pass the G.C.E. (Ord. Level) Examination in 06 subjects in one sitting with Credit passes for 4 subjects including mother language, English language and Mathematics and should pass the G.C.E. (Adv. Level) examination in 3 Commerce subjects.

with

Certificate of the Association of the Accounting Technician of Sri Lanka

or

Should pass the 2nd Examination of the Higher Certificate in Commerce for Book-Keepers conducted by the Sri Lanka Technical College

or

Should pass the first year of the Higher National Diploma in Accountancy conducted by the Sri Lanka Technical College

or

Certificate obtained after completion of the two year course in Accountancy conducted by the Sri Lanka Technical College

or

Certificate of the Institute of Certified Book-Keepers (London).

or

Vocational certificate not below NVQ Level-5 as determined by the National Vocational and Tertiary Education Commission.

N.B.: Preference will be given for experience in Accounting work and computer literacy in a Government Corporation or a Government recognized institution

Age - Should be not below 22 years and not over 30 years of age.

Scheme of Recruitment - By a structural interview.

Confirmation:

From and out of the external applicants any officer appointed to Grade III of the service / post will be appointed subject to a probationary period of three years (03) and he/she will be confirmed in service after the probation period provided that officer's work and conduct had been satisfactory during the probation period and if he/she has passed the first Efficiency Bar Examination.

Benefits:

Employees' Provident Fund - 10% from employee, 15% from employer
Employees' Trust Fund - 3% from employer

The applicants should submit their applications with copies of Birth Certificate, educational and professional and experience certificates by registered post to the following address on or before **09.04.2019**.

The name of the relevant post should be mentioned on the top left hand corner of the envelopes where the applications are enclosed.

The applicants in the permanent service of the Thurusaviya Fund should submit their applications through their Heads of the Institutions.

The applications received after the due date for the submission of applications and applications without the above qualifications and certificates will be rejected.

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