

Ministry of Plantation Industries

Tea Small Holdings Development Authority

Vacancies

Applications are invited from qualified Sri Lankan citizens for the following vacant positions in the Tea Small Holdings Development Authority.

- Post** - **Deputy General Manager (Extension)**
Management Service Category (HM 1-1)
- Age** - Should not be less than 35 years and more than 55 years.
(Maximum age limit does not apply for internal applicants).
- Salary Scale** - A salary scale of Rs. 80,295 - 15x2,270 - 114,345 (per month is entitled for this post according to Management Services Circular No. 02/2016. In addition, Government approved allowances will be paid.
- Qualifications** - **For external applicants**
01. Having a Bachelor's Degree in Agriculture or Plantation Management recognized by the University Grants Commission
with
Having obtained a Post Degree (Masters) from a recognized Postgraduate Institution that suits the relevant subject field / having obtained associate membership of a recognized Chartered Professional Institute.
and
Having obtained a minimum of fifteen (15) years experience in a Management Level post relevant to Agri-extension, work in a Government, State Corporation, Statutory Board or reputed Private Institute.
 02. Having obtained full Membership of a reputed Chartered Professional Institute that suits the relevant subject field.
and
Having obtained a minimum of fifteen (15) years experience in a Management Level post relevant to Agri-Extension work in a Government, State Corporation, Statutory Board or reputed Private Institution.
- For Internal Applicants**
01. Having fulfilled the above qualifications for external applicants.
or
 02. Having completed a satisfactory service period of five (05) years in a Grade I Post in the Service Category of Manager (MM 1-1) on Development / in the Small Tea Estates Development Authority.

- Post** - **Assistant Manager (Administration)**
Management Service Category (MM 1-1)
- Age** - Should not be less than 22 years and not more than 45 years.
(Maximum age limit does not apply for internal candidates).
- Salary Scale** - A salary scale of Rs. 53,175-10x1375-15x1,910 = 95,575/= . (Per month). In addition, Government approved allowances will be paid.
- Qualifications** - **(a) External Applicants**
- Having obtained a Degree in Human Resources Management / State Management / Business Administration or Management recognized by the University Grants Commission
and
Having obtained a minimum of one (01) year experience in the field of Administration / Human Resources Management in a Government or State Corporation, Statutory Board / Institute, after obtaining the Degree.
- (b) Internal Applicants**
- Above qualifications relevant to the recruitment of external applicants.
or
Having completed an active period of service of not less than five (05) years in a position relevant to Human Resources and Administration in the Service Category of Junior Managerial JM in the Small Tea Estates Development Authority.

- Post** - **Training Officer**
Junior Managerial Service Category (JM 1-1)
- Age** - Should not be less than 22 years and not more than 45 years. (Maximum age limit does not apply for internal applicants).
- Salary Scale** - A salary scale of Rs. 42,600 - 10x755 - 18x1,135 = 70,580/= (per month) is entitled for this post. In addition, Government approved allowances will be paid.
For external applicants
- Qualifications** - Having obtained a Degree in Human Resources Management / Agriculture recognized by the University Grants Commission
For internal applicants
Above qualifications relevant to the recruitment of external applicants
or
Having completed an active period of service of not less than five (05) years in the Service Category of Grade II in Management Assistant (Technical) MA 2-3 or Management Assistant (Non-Technical) in the Small Tea Estates Development Authority.

Method of Recruitment -

Selection will be made through a structural interview and marks will be given as follows.

- | | |
|--|-------------|
| i. Relevant experience | - 30 marks |
| ii. Relevant additional educational qualifications | - 30 marks |
| iii. Other merits and performances | - 15 marks |
| iv. Talent shown in the interview | - 25 marks |
| Total marks | - 100 marks |

Selection will be made on the order of the merits obtained at the interview.

- Others** - Provisions of establishment Procedure Code will be relevant for all recruitments.

Additional Benefits -

Facilities under President and External Medical Assistance Scheme.

A selected applicants should contribute a sum not less than 10% out of his consolidated salary and the COL Allowance during the whole period he is serving under the Tea Small Holdings Development Authority and the authority will grant a sum not less than 15% as membership fees for the Employment Provident Fund for any other Provident Fund under EPF Act No. 15 of 1958.

In addition, the authority will pay a 3% for the Employees Trust Fund.

Applications -

Applicants should send all details along with the copies of Birth, Educational and Experience Certificates to the following address by Registered Post. The relevant post should be mentioned and the top left-hand corner of the envelope containing applications.

Employees of Government / State Corporation / Statutory Boards should forward their applications through their Department Heads with their recommendations.

Closing date of receiving applications -

Applications should be sent to reach the undermentioned on or before 11th September 2020.

Chairman
Tea Small Holdings Development Authority,
No. 70, Parliament Road,
Pelawatte,
Battaramulla.