



VACANCIES

Applications are invited for the following posts
in the Construction Industry Development Authority (CIDA)

- 01. POST OF DIRECTOR (INDUSTRY SERVICES) – HM 1-3 – (01 POST)**
Qualifications and Experience:
External Candidates:
 B.Sc. Degree in Civil Engineering / Quantity Surveying which is recognized by the U.G.C.
WITH
 Masters Degree in the relevant field or corporate membership of a professional body recognized by the Institute of Engineers, Sri Lanka (IESL) / Corporate membership of an Institute of Quantity Surveyors of Sri Lanka (IQSSL).
AND
 15 years experience at a "Managerial Level" in the construction industry a Government Department / Corporation / Statutory Board / Institution or a reputed private institution acceptable to CIDA after the 1st Degree.
Internal Candidates: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum five (05) years satisfactory service in a Post in the Manager Category (MM) Grade I in the subject area relevant to the post.
- 02. POST OF DIRECTOR (HR & ADMINISTRATION) - HM 1-3- (01 POST)**
External Candidates:
 A Bachelor's Degree which is recognized by the U.G.C.
WITH
 Masters Degree in Human Resource Management / Public Management / Business Administration / General Management or Corporate Membership of a professional body in the relevant field.
AND
 Minimum of 15 years experience at a "Managerial Level" in the relevant field in a Government Department, Corporation, Statutory Board / Government Institution after the 1st Degree.
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 a post in the Manager Category (MM) Grade -I in the subject area relevant to the post.
- 03. ASSISTANT DIRECTOR (CONSTRUCTION EQUIPMENT OPERATOR TRAINING) – MM 1-1 Grade – II - (01 POST)**
Qualifications and Experience:
External Candidate:
 B.Sc. Degree in Mechanical / Mechatronics Engineering which is recognized by the U.G.C.
OR
 Associate membership of a professional body in the relevant field recognized by the Institute of Engineers of Sri Lanka (IESL).
WITH
 A minimum of 01 year post qualifying executive level experience in the relevant field to the post in a Government Department / Corporation / Board or a reputed Private Sector Organization acceptable to CIDA.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum five (05) years satisfactory service as a Mechanical Engineering Assistant / Training Officer Institute for Construction, Training and Development / CIDA in the Junior Manager (JM) Category.
- 04. ASSISTANT DIRECTOR (TECHNICAL AUDITING) – MM 1-1 Grade – II - (01 POST)**
Qualifications and Experience:
External Candidate:
 B.Sc. Degree in Civil Engineering / Architecture / Quantity Surveying which is recognized by the U.G.C.
OR
 Associate membership of a professional body in the relevant field recognized by the Institute of Engineers of Sri Lanka (IESL) / Institute of Architects of Sri Lanka (SLIA) / Institute of Quantity Surveyors of Sri Lanka (IQSSL).
WITH
 A minimum of 01 year post qualifying executive level experience in the relevant field to the post in a Government Department / Corporation / Board or a reputed Private Sector Organization acceptable to CIDA.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum five (05) years satisfactory service in Civil Engineering Assistant / Training Officer in CIDA in the Junior Manager (JM) Category.
- 05. ASSISTANT DIRECTOR (INDUSTRY DEVELOPMENT) – MM 1-1 Grade – II - (01 POST)**
Qualifications and Experience:
External Candidate:
 B.Sc. Degree in Civil Engineering which is recognized by the U.G.C.
OR
 Associate Membership of a professional body in the relevant field recognized by the Institute of Engineers of Sri Lanka (IESL).
WITH
 A minimum of 01 year post qualifying executive level experience in the Construction field in a Government Department / Corporation / Board or a reputed Private Sector Organization acceptable to CIDA.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum five (05) years satisfactory service in Engineering Assistant / Training Officer CIDA in the Junior Manager (JM) Category.
- 06. ASSISTANT DIRECTOR (RESEARCH & DEVELOPMENT) – MM 1-1 Grade – II - (01 POST)**
Qualifications and Experience:
External Candidate:
 B.Sc. Degree in Civil Engineering which is recognized by the U.G.C.
OR
 Associate Membership of a professional body in the relevant field recognized by the Institute of Engineers of Sri Lanka (IESL).
WITH
 A minimum of 01 year post qualifying executive level experience in the relevant field to the post in a Government Department / Corporation / Board or a reputed Private Sector Organization acceptable to CIDA.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum five (05) years satisfactory service in Civil Engineering Assistant / Training Officer CIDA in the Junior Manager (JM) Category.
- 07. ASSISTANT DIRECTOR (TECHNOLOGY & RESEARCH) – MM 1-1 Grade – II - (01 POST)**
Qualifications and Experience:
External Candidate:
 B.Sc. Degree in Civil / Mechanical Engineering which is recognized by the U.G.C.
OR
 Associate membership of a professional body in the relevant field recognized by the Institute of Engineers, Sri Lanka (IESL).
WITH
 A minimum of 01 year post qualifying executive level experience in a Government Department / Corporation / Board or a reputed Private Sector Organization acceptable to CIDA in the field of Information Technology / System Administration.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. (05) years satisfactory service as a System Analyst / System Administrator in CIDA in the Junior Manager (JM) Category.
- 08. ASSISTANT DIRECTOR (FINANCE) – MM 1-1 Grade – II - (01 POST)**
- 09. ASSISTANT DIRECTOR (PAYMENT) - MM 1-1 Grade – II - (01 POST)**
Qualifications and Experience:
External Candidate: (1 or 2 Below)
 1. A Bachelor's Degree in Finance / Accountancy / Commerce / Accounting & Financial Management / Business Administration / Public Administration / Public Management or Management Degree which is recognized by the U.G.C.
OR
 2. Passed the Intermediate Examination of the Institute of Chartered Accountants of Sri Lanka (ICASL) or Part I & II of Chartered Institute of Management Accounts (CIMA) / Association of Certified and Corporate Accounts (ACCA).
WITH
 Minimum of 01 year post qualifying executive level experience in Accounting and Finance a Government Department / Corporation / Board or a reputed Private Sector Organization acceptable to CIDA.
Note: Exposure to computerized accounting environment is a distinct advantage.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum five (05) years satisfactory service in Accounts / Audit Officer in CIDA in the Junior Manager (JM) Category.
- 10. SUPPLY OFFICER – JM 1-2 Grade – II - (01 POST)**
Qualifications:
External Candidate:
 1. Bachelor's Degree in Supply Chain Management / Business Administration / Business Management / Accountancy / Financial Management / Commerce / Science which is recognized by the U.G.C.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum of Five (05) years satisfactory service in a post of the Management Assistant (Non Tech) - Grade II in CIDA in the subject area relevant to the post.
- 11. INTERNAL AUDIT OFFICER – JM 1-2 Grade – II - (01 POST)**
Qualifications:
External Candidate: (1 or 2 Below)
 1. A Bachelor's Degree in Finance / Accountancy / Commerce / Accounting & Financial Management / Business Administration / Public Administration / Public Management or Management Degree which is recognized by the U.G.C.
OR
 2. Passed the Intermediate Examination of the Institute of Chartered Accountants of Sri Lanka (ICASL) or Part I & II of Chartered Institute of Management Accounts (CIMA) / Association of Certified and Corporate Accounts (ACCA).
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum five (05) years satisfactory service in a post of the Management Assistant (Non Tech) – Grade II in CIDA in the subject area relevant to the post.
- 12. STATISTICAL OFFICER – JM 1-2 Grade – II - (01 POST)**
Qualifications:
External Candidate:
 1. A Bachelor's Degree in Statistics which is recognized by the UGC.
Note: Preference will be given to candidates with experience in Statistical work.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum of Five (05) years satisfactory service in a post of the Management Assistant (Tech / Non Tech) – Grade II in CIDA in the subject area relevant to the post.
- 13. ENGINEERING ASSISTANT – JM 1-2 Grade – II - (01 POST)**
- 14. TRAINING OFFICER – JM 1-2 Grade – II - (04 POSTS)**
- 15. TECHNICAL CUM MAINTENANCE OFFICER – JM 1-2 Grade – II - (01 POST)**
Qualifications & Experience:
External Candidate: (1 or 2 or 3 below)
 1. Having obtained a certificate of proficiency not below than the National Vocational Qualification (NVQ) Level 07 in the relevant field issued by a Technical / Vocational Training Institute accepted by the Tertiary and Vocational Education Commission.
 2. Having obtained a Certificate of proficiency not below than the National Vocational Qualification (NVQ) Level 06 in the relevant field, issued by the Technical Institute accepted by the Tertiary and Vocational Education Commission with at least five (05) years post qualifying experience in the relevant field to the post in a Government Department / Corporation / Board or a reputed Private Sector Organization acceptable to CIDA.
 3. Having obtained a certificate of proficiency not below than the National Vocational Qualification (NVQ) Level 05 in the relevant field, issued by a Technical / Vocational Training Institute accepted by the Tertiary and Vocational Education Commission of a relevant professional body and at least ten (10) years post qualifying experience in the relevant field to the post in a Government Department / Corporation / Board / Reputed Statutory Institution or a Private Sector Organization acceptable to CIDA.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Completion of minimum of Five (05) years satisfactory service in a post of the Management Assistant (Tech) – Grade II in CIDA in the subject area relevant to the post.
- 16. TECHNICAL ASSISTANT - MA 2-2 – Grade – III - (05 POSTS)**
Qualifications: (General)
External Candidate:
Vocational:
 Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical / vocational Training Institute accepted by the Tertiary and vocational Education Commission in the relevant field.
Internal Candidate: (1 or 2 below)
 1. Having obtained the qualifications required by the external candidates above.
 2. Only for Technical Assistant Post / Instructor post, Employees of Primary Level - Skilled, who having completed a minimum of Five (5) years satisfactory service in Grade I in a permanent post under above employee category in CIDA.
AND
Vocational:
 Having successfully completed a Diploma in the relevant field or Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 4 in the relevant field, issued by a Technical / vocational Training Institute accepted by the Tertiary and vocational Education Commission in the relevant field or passed at a Trade Test conducted by CIDA or a recognized institution in the relevant field.
- 17. MANAGEMENT ASSISTANT (NON-TECHNOLOGICAL) - MA 1-2 – Grade - III - (10 Posts)**
Qualifications: (General):
External Candidate:
Educational:
 a) Having passed the G.C.E. (O.L) examination in six (06) subjects in one sitting with credit passes for four (04) subjects including:
 i. Sinhala / Tamil
 ii. Mathematics
 iii. English (if necessary to the post)
 b) Having passed three (03) subjects (other than the General Paper) at the G.C.E. (A/L) examination.
 c) Working knowledge of Word Processing, Spread Sheet, Data Base on Personal computer and recognized course in Secretarial Work will be an added advantage.
Internal Candidate:
 Employees of the Primary Level – Skilled (PL -3), Primary Level Semi skilled (PL- 2), and Primary Level – Unskilled (PL- 1), who possess the following qualifications are eligible to apply.
Educational:
 Having passed the G.C.E. (O.L) examination in six (06) subjects with credit passes for four (04) subjects including:
 i. Sinhala / Tamil
 ii. Mathematics
 iii. English
AND
 Having completed a minimum of five (05) years satisfactory service in a permanent post under the above employee category.
Note -
 • Any period of service prior to been appointed to a permanent post or period of service to completed under training as a prerequisite for appointment on permanent basis to any post should not be counted within then five years of service required for qualification as stated above. Any period of service on casual / temporary basis too should not be counted for this purpose.
 • Working Knowledge of Computer package handling including MS Office, Word, Excel and Power point will be an added Qualification.
- 18. POST OF ELECTRICIAN – (PL -3)-Grade -III - 01 POST**
- 19. POST OF DEMONSTRATOR (PL- 3) - Grade – III – 04 POSTS – (OTC) - (Operator Training /Mechanic Training / Auto Electrical)**
Qualifications:
External Candidates:
Educational:
 1. Having passed six (06) subjects in G.C.E. (O.L) examination, at least with two (02) credit passes in minimum of two sittings.
Vocational:
 Having obtained proficiency certificate not below than the National Vocational Qualification (NVQ) level Four (04) in the relevant field issued by a Technical / Vocational Training Institute accepted by the Tertiary and Vocational Education Commission, relevant to the function of each post.
Internal Candidates: (1 or 2 below)
 1. Having obtained the qualification required by the external candidates above.
 2. Employees in Primary Level - Semi Skilled (PL -2) or Unskilled (PL - 1) who have completed a minimum of five (05) years working experience in the relevant field, with the skills not below than the National Vocational Qualification (NVQ) Level Two (02) in the relevant field, proven at a trade test.
Salary Code and the Monthly Salary Scale of the each employee category.
Senior Manager Category - HM 1-3
 HM 1-3 Rs. 86,865/- 15 x 2,270/- 120,915/-
Manager Category - MM 1-1 - Grade – II
 MM 1-1 Rs 53,175/- 10 x 1,375/- 15 x 1,910/- 95,575 /-
Junior Manager Category – JM 1-2 Grade – II
 JM 1-2 Rs. 43,355/- 10 x 755/- 18 x 1,135/- 71,335/-
Management Assistant – Technological Category: MA 2-2 – Grade - III
 MA 2-2 – Rs. 30,310/- 10 x 300/- 7 x 350/- 4 x 600/- 20 x 710/- 52,360/-
Management Assistant – Non-Technological Category: MA1-2 – Grade - III
 MA 1-2 – Rs. 27,910/- 10x300/- 7x350/- 12x600/- 12x710/- 49,080/-
Primary Level - Skilled Category - (PL - 3) - Grade – III
 PL - 3 - Rs. 26,290/-10x 270/- 10x300/- 10x330/- 12x350/-39,490/-
Age: Senior Manager Category (HM 1-3)
 Should be not less than 35 years and not more than 55 years.
Manager Category (MM 1-1 –Grade II) and Junior Manager Category (JM 1-2-Grade II)
 Should be not less than 22 years and not more than 45 years.
Management Assistant Tech – (MA 2-2 Grade III) , Non Tech-(MA1-2 Grade III) , Primary Level – Skilled (PL-3) Grade III
 Should be not less than 18 years and not more than 45 years.
 The upper age limit will not apply to the internal candidates and candidates of the Public / Corporate Sector.
Other Benefits
 • Government approved allowances.
 • CIDA will contribute 15% and 3% of the salary to the EPF and ETF respectively, while employee will contribute 10% of the salary to the EPF.
 • Medical Insurance facilities.
 • Bonus as per the Government Circulars.
 • Transport facilities / Payments of Telephone bills will be Provided for the Senior Manager Category and Manager Category, according to the Government Circulars.
 Applications along with the certified copies of Educational, Professional and Experience Certificates should be forwarded under Registered Cover to reach the Chairman of CIDA on or before 28.08.2020. Applications from officers employed in Government Departments / Corporations / Statutory Boards / Institutions should be forwarded through the respective Heads of such institutions indicating whether the applicant could be released, if selected. **The post applied for should be indicated on the top left corner** of the envelope.
Incomplete or late applications will be rejected. Only short listed eligible candidates will be called for the interview.

Chairman
Construction Industry Development Authority
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