



# CEYLON ELECTRICITY BOARD

## VACANCIES

Applications are invited from citizens of Sri Lanka for the post of

### HUMAN RESOURCES OFFICER Class II Grade II

#### ➤ Qualifications & Experience:

##### 1. K4 Salary Scale

1.1 A Diploma in Personnel Management and 06 years postqualifying experience in Human Resources field at executive level in an Institution with more than 100 employees.

OR

1.2 (a) Intermediate Examination of the IPD (UK)

OR

(b) Bachelor's Degree awarded by a recognized University

AND

5 years postqualifying experience in Human Resources Field / Management at Executive Level in an Institution with more than 100 employees

OR

1.3 Bachelor's Degree awarded by a recognized University with MBA

OR

1.4 B.Sc (Human Resources) Degree awarded by a recognized University and 03 years postqualifying experience in Human Resources Field at Executive Level in an Institution with more than 100 employees.

##### 2. K3 Salary Scale

2.1 K3 Salary scale will be offered to those who have Corporate Membership of the Institute of Personnel and Development (IPD) UK, Or equivalent.

OR

Degree awarded by a recognized University with Corporate Membership of the Institute of Personnel Management (IPM)

OR

Degree awarded by a recognized University with MBA + 4 yrs. experience in Management at Executive Level in an Institution with more than 100 employees.

#### ➤ Age Limit:

Should not be more than 35 years of age as at the closing date of the applications. (This age limit will not apply to the employees of the CEB).

#### ➤ Salary Scale:

- For those who have qualifications of category 2 above.  
Rs. 97,920 - 5x1,755 - 10x1,820 - 124,895/- p.m. (K3)
- For others  
Rs. 83,930 - 5x1,495 - 10x1,515 - 106,555/- p.m. (K4)

#### ➤ Other Benefits:

CEB Provident Fund, Employees' Trust Fund, CEB Medical Assistance Scheme, CEB Loan Scheme, CEB Pension (subject to the CEB pension rules), Retirement Gratuity and other fringe benefits.

#### ➤ Method of Recruitment:

- By an interview for those who have qualifications of category 2 above.
- A written competitive examination and interview for those who have qualifications of category 1.1, 1.2(a), 1.2(b), 1.3 and 1.4 (This will be considered only if all recruitments cannot be made through category 2 above).

#### ➤ Place of Work if Selected:

Ceylon Electricity Board reserves the right to post the Human Resources Officers recruited to any location in the country decided by the CEB. Selected applicants will only be recruited if they agree in writing to accept the post at the location decided by the CEB.

#### ➤ Forwarding Applications:

Applications giving full details of Educational / Professional qualifications, experience, present and previous employment and age supported by copies of Certificates should be forwarded to the Deputy General Manager (Personnel), Ceylon Electricity Board, Sir Chittampalam A. Gardiner Mawatha, Colombo 02, to reach him on or before **September 25, 2015** by hand or by registered post. CEB will not take responsibility for missing mail or delayed receipts. The envelope should be marked "Post of Human Resources Officer" on the top left-hand corner.

Applications from candidates in State Services / Statutory Board / Corporations and other Government Institutions should be forwarded through Heads of relevant Institutions who should state whether the applicant can be released or not if selected.

#### Note:

Applications sent without copies of certificates will not be considered. Any form of written or verbal canvassing is strictly prohibited and those who have canvassed for a post will be disqualified without giving any notice or reason.

**General Manager  
CEYLON ELECTRICITY BOARD**

Sir Chittampalam A. Gardiner Mawatha  
P.O.Box 540,  
Colombo 02.

September 02, 2015



"Enrich Life Through Power"