

MINISTRY OF PLANTATION INDUSTRIES
SUGARCANE RESEARCH INSTITUTE
VACANCY

Applications are invited from the citizens of the Democratic Socialist Republic of Sri Lanka who possess the requisite qualifications to fill the following vacancy of the Sugarcane Research Institute at Uda Walawe.

01. Assistant Director (Administration) (MM 1-2) - 01 Position

Qualifications:

External : A degree from a recognized university with five (05) years post-qualifying Administrative experience in an Executive capacity in Government Department / Corporation / Statutory Board or in a reputed Mercantile establishment.

Internal : A one year Diploma in Management from a recognized organisation

AND

Minimum of five (05) years experience in a post in the Junior Manager category Grade I.

Note: Experience in computerised database management and knowledge of departmental circulars will be an added qualification.

Salary Code and the Scales: MM 1-2 - 2006 - Rs. 25,605 - 10x645 - 15x925 - 45,930/=

Method of Selection: By a structured interview

Age: Should be not less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

General Conditions

1. Applicants should have the physical & mental fitness
2. Willing to serve in any part of Sri Lanka

Other Benefits:

- A. The following monthly allowances are paid in addition to the basic salary
Special allowance 20% of the basic salary
Interim allowance Rs. 10,000/=
- B. Medical benefits are available according to prevailing rules of the institute's medical Scheme.
- C. Rent-free quarters will be provided, if available.
- D. The employee will be required to contribute 10% of the salary to the Employees' Provident Fund while the institute will contribute 15%. The institute will also contribute 3% to the Employees' Trust Fund.

Applications:

Applications should be submitted in the prescribed form, which could be obtained from the Deputy Director (Admin. & Finance) of the Sugarcane Research Institute at Uda Walawe by sending a self-addressed stamped envelope or by downloading from the Institute's website: www.sugarres.lk under registered post to reach the undersigned on or before 07th December 2015.

The post applied for should be clearly mentioned on the top left-hand corner of the envelope.

Applicants from Government Departments/Corporations/Statutory Boards should forward the applications through their respective Heads of Departments.

Non-conformity with this requirement will result in the application being rejected.

**The Director,
Sugarcane Research Institute
Uda Walawe.**