



MINISTRY OF URBAN DEVELOPMENT, WATER SUPPLY AND HOUSING FACILITIES

PORT CITY DEVELOPMENT PROJECT

VACANCY

Project Description:-

01. A tripartite agreement has been signed between the three parties, Ministry of Urban Development, Water Supply and Housing Facilities (on behalf of the Government of Sri Lanka), Urban Development Authority (UDA) and CHEC Port City Colombo Pvt. Ltd. (Project Company) for implementation of the Colombo International Financial City Project (Port City Project). Under this tripartite agreement, a great deal of responsibilities falls on the Government of Sri Lanka. The Ministry has set up a Project Management Unit for coordination, management, observation and supervision of the responsibilities assigned to the Government of Sri Lanka.

02. Vacant position to be filled:-

Position	No. of positions vacant	Salary group as per Circular 01/2019
01. Project Secretary	01	PS-6

03. As per the Public Management Service Circular No.: 01/2019, one of the following qualifications is required to have been fulfilled to be eligible for applying for the above position.

No.	Post	Salary Group	Qualification
01	Project Secretary	PS-6	(01 or 02 below) 01. Having Passed the G.C.E (O/L) examination in six (6) subject with three (3) credit passes including English and Sinhala/Tamil Language with A secretariat course from a recognized institution or pursuing examination leading to Chartered Secretary with Minimum 06 years of Experience in relevant field. 02. A Chartered Secretary with at least 05 years of experience in relevant field.

04. General Conditions:-

The applicants shall be citizens of Sri Lanka and not be over 65 years of age.

05. Salary:-

Salary will be paid as specified in the Management Service Circular No.: 01/2019 dated 15.03.2019 and other relevant Management Service Circulars, and in addition, the entitlements include the allowances and the privileges specified in the said Circular.

06. Conditions for Applying:-

Those who are in the public service can apply for in accordance with para.(b) of Section 2:3:3 of the Management Service Circular No.: 01/2019 and the applicants who are not in the public service will be recruited on contract basis. Those who are in the public service should submit their applications through the respective departmental heads.

07. Applications:-

Applications prepared using A4 size papers, giving the details such as qualifications, experience and other relevant information including telephone number and e-mail address (if there is), should be sent by Registered Post to reach the following address on or before 25.11.2020. Applicants of governmental/ non-governmental institutions should submit applications through relevant departmental heads, and direct submissions should be sent to the following address.

Secretary
Ministry of Urban Development and Housing
17th Floor, "Suhurupaya",
Battaramulla.