



**Ministry of Provincial Roads, Transport, Cooperative Development & Trade, Housing & Construction, Estate Infrastructure Facilities, Industries and Rural Development - Western Province**

**ROAD PASSENGER TRANSPORT AUTHORITY  
(WESTERN PROVINCE)**

**POSITIONS VACANT**

Applications will be received from qualified Sri Lankan citizens for the recruitment, on permanent basis, to the positions existing vacant stated below in this authority.

Post	No. of Vacancies	Annual Salary Scale (Rs.)	Age as on 01.12.2023 (Year)
01. Manager (Operations) MM 1-1	01	53,175 + 10x1,375 + 15x1,910 = 95,575	Should be not below 22 years and not above 45* years
02. Regional Manager MM 1-1	02	53,175 + 10x1,375 + 15x1,910 = 95,575	
03. Internal Auditor MM 1-1	01	53,175 + 10x1,375 + 15x1,910 = 95,575	
04. Administrative Officer (Operations) JM 1-1	01	42,600 + 10x755 + 18x1,135 = 70,580	

\* Internal applicants are not affected by the above upper age limit.

**Recruitment Qualifications**

**01. Manager (Operations) MM 1-1 : 01 Post**

**External Applicants**

Obtained a Bachelor's Degree in Business Administration / Public Administration, Transport & Supply Services, Engineering Science Management recognized by the University Grants Commission (UGC) and obtained a minimum of three (03) years service experience in a relevant field at a Corporation, Board or reputed commercial institution after obtaining the Degree,

**N.B.:** Should essentially possess competency in Transport Management and Computer Literacy.

**Internal Applicants:**

Having a minimum of five (05) years satisfactory service experience in a relevant field in a post of Junior Management Services Category, Grade I

**N.B.:** Preference would be given to applicants having professional qualifications in the Transport and supply service field with service experience.

**02. Regional Manager MM 1-1 : 02 Vacancies**

**External Applicants**

Obtained a Bachelor's Degree in Business / Public Administration, Transport and Supply Service, Human Resource Management (HRM), Commerce, Engineering Science recognized by the University Grants Commission (UGC) and possess a minimum of three (03) years service experience in a relevant field at a Corporation, Board or commercial institution.

**N.B.:** It will be compulsory to possess excellent competency in Public Relations and Transport Services.

**Internal Applicants**

Obtained a minimum of five (05) years satisfactory service experience in a post relevant to the field in the Junior Management Service Category, Grade I.

**N.B.:** Preference would be given to applicants having obtained pre-qualifications relevant to field work and service experience

**03. Internal Auditor MM 1-1 : 01 Post**

**External Applicants:** (Should have obtained a qualification stated in (i) or (ii) or (iii) below with service experience stated in (iv))

- Should have obtained a Bachelor's Degree in Business / Public Administration, Accountancy, Management or Commerce recognized by the University Grants Commission (UGC),  
**or**
- Passed ICASL Intermediate Certificate / Licentiate Certificate II / Part III of CIMA or ACCA,  
**or**
- Passed Higher National Diploma in Accountancy granted by the Sri Lanka Technical College  
**with**
- Obtained a three (03) year service experience in a Accountancy / Audit field at a corporation, Board or reputed commercial institution.

**Internal Applicants**

Should have obtained a satisfactory service period of minimum five (05) years in a Junior Management Category (Accounts/Audit Officer) - Grade I post.

**04. Administrative Officer (Operations) JM 1-1 : 01 Vacancy**

**External Applicants:**

- Obtained a Bachelor's Degree in Business / Public Administration, Commerce, Transport & Supply Service, Civil Engineering, Statistics, Management recognized by the University Grants Commission (U.G.C) and obtained a minimum of one (01) year service experience in a field at a Government Department, State Corporation, Board or reputed commercial institution after obtaining the degree.

**Internal Applicants**

Should have obtained a minimum of five (05) years service experience in a field relevant to a post in Management Assistant Category, Grade 1.

**Method of Recruitment**

All recruitments will be done on the results of a structured interview. The order of marks-giving at the Interview will be as follows:

Criterion	No. of Marks
For relevant additional experience	30
For relevant additional qualifications	30
Other performances / Achievements	15
Level of performance at the interview	25
<b>Total Marks</b>	<b>100</b>

**Nature of Appointment**

This post is permanent and non-pensionable will be entitled to Employees' Provident Fund and Employees' Trust Fund benefits.

**Service Conditions and General Provisions**

Every Applicant should -

- be a Sri Lankan citizen and should prove of his permanent residency in the Western Province for a minimum of three (03) years
- be mentally and physically fit so as to engage in the duties entrusted perfectly and to serve in any part of the island
- Should possess an excellent character
- Selected external applicants will be subject to a three (03) year probation period and applicants already permanently serving in the state sector will be subject to a one year acting period.
- Every employee should contribute 8% towards the Employees' Provident Fund while the Authority will provide 12% towards it. In addition the Authority will also provide 3% towards the Employees' Trust Fund.
- In addition, will also be entitled to a cost of living allowance of Rs. 7,800/- and other benefits approved relevant to each post.

**Method of Application**

Applicants who fulfil the above qualifications should self-prepare their applications attaching photocopies of educational and career certificates in proof along with the Grama Niladhari Certificate in proof of residency, should send them by registered post to the undermentioned address, to be received on or before **01.12.2023**. The cover containing the application should be marked the post applied for at the left-side top corner. Applicants already serving in the state service should channel their applications through the relevant Head of Institution. Incomplete applications and applications received after the deadline will be rejected. Receipt of applications will not be acknowledged.

**O.W. Prasanna Sanjeewa**  
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10.11.2023