



Ministry of Agriculture and Plantation Industries

Kithul Development Board



Vacancies

Applications are invited from Sri Lankan citizens for the following vacancies by the Kithul Development Board.

01. Assistant/Deputy Manager (Marketing) - 01 Post

Qualifications and Experience

- **For external applicants**

Having obtained a Bachelor's Degree in Business Administration/ Management/ Marketing that is recognized by the University Grants Commission.

OR

Having passed the intermediate examination of a recognized chartered professional institute in the subject area related to the post.

AND

After getting qualified, having had at least one (01) year of experience in the relevant field in a Government, Corporation, Board, Statutory Body or in a recognized Private Body.

- **For internal applicants**

- I. Being an employee of Kithul Development Board who has fulfilled the above external applicant qualifications.

OR

- II. Being an officer with five (05) years of satisfactory service in a position of Junior Management JM service category in the relevant field.

Salary category - **MM-1-1 2016**

Salary scale - Rs. 53,175 - 10 X 1,375-15 X 1,910-95,575

Age - Must be not less than 22 years and not more than 45 years.
(Maximum age limit is not applicable for internal applicants.)

Recruitment Procedure - Recruitment will be done through a structured interview.

02. Assistant/Deputy Manager (Research) - 01 Post

Qualifications and Experience

- **For external applicants**

Having obtained a Bachelor's Degree in Agriculture corresponding to the subject area of Science recognized by the University Grants Commission.

After getting qualified, having had at least one (01) year of experience in the relevant field in a Government, Corporation, Board, Statutory Body or in a recognized Private Body.

- **For internal applicants**

I. Being an employee of Kithul Development Board who has fulfilled the above external applicant qualifications.

OR

II. Being an officer with five (05) years of satisfactory service in a position of Junior Management JM service category in the relevant field.

Salary category - **MM-1-1 2016**

Salary scale - Rs. 53,175-10 X 1,375-15 X 1,910-95,575

Age - Must be not less than 22 years and not more than 45 years.
Maximum age limit is not applicable for internal applicants

03. Assistant/Deputy Manager (Finance) – 01 Post

Qualifications and Experience

- **For external applicants**

Having obtained a Bachelor's Degree in Financing/ Accounting/ Business Administration/ Management that is recognized by the University Grants Commission.

OR

Having passed the intermediate examination of a recognized chartered professional institute in the subject area related to the post.

AND

After getting qualified, having had at least one (01) year of experience in the relevant field in a Government, Corporation, Board, Statutory Body or in a recognized Private Body.

- **For internal applicants**

I. Being an employee of Kithul Development Board who has fulfilled the above external applicant qualifications.

OR

II. Being an officer with five (05) years of satisfactory service in a position of Junior Management JM service category in the relevant field.

Salary category	-	MM-1-1 2016
Salary scale	-	Rs. 53,175-10 X 1,375-15 X 1,910-95,575
Age	-	Must be not less than 22 years and not more than 45 years. (Maximum age limit is not applicable for internal applicants.)

04. Internal Auditor – 01 Post

Qualifications and Experience

- **For external applicants**

Having obtained a Bachelor's Degree in Financing/ Accounting/ Business Administration or Management that is recognized by the University Grants Commission.

OR

Having passed the intermediate examination of a recognized chartered professional institute in the subject area related to the post.

AND

After getting qualified, having had at least one (01) year of experience in the relevant field in a Government, Corporation, Board, Statutory Body or in a recognized private Body.

- **For internal applicants**

I. Being an employee of Kithul Development Board who has fulfilled the above external applicant qualifications.

OR

II. Being an officer with five (05) years of satisfactory service in a position of Junior Management JM service category in the relevant field.

Salary category	-	MM-1-1 2016
Salary scale	-	Rs. 53,175-10 X 1,375-15 X 1,910-95,575
Age		Must be not less than 22 years and not more than 45 years. (Maximum age limit is not applicable for internal applicants.)

05. Administrative Officer – 01 Post

Qualifications and Experience

- **For external applicants**

Having obtained a Bachelor's Degree in Human Resource Management/ Business Administration or Management that is recognized by the University Grants Commission.

OR

Having passed the intermediate examination of a recognized chartered professional institute in the subject area related to the post.

- **For internal applicants**

I. Having fulfilled the above external applicant qualifications.

OR

II. Having completed a five (05) years of satisfactory service in Grade II of Management Assistant Non-Technical (MA1) service category in the relevant field.

Salary category	-	JM-1-1-2016
Salary scale	-	Rs. 42,600-10X755-18X1,135-70,580
Age	-	Must be not less than 22 years and not more than 45 years. (Maximum age limit is not applicable for internal applicants.)

06. Research and Development Officer – 02 Posts

Qualifications and Experience

- **For external applicants**

Having obtained a Bachelor's Degree in Science (corresponding to the subject area of Science)/ Agriculture/ Business Administration or Management that is recognized by the University Grants Commission.

- **For internal applicants**

I. Having fulfilled the above external applicant qualifications.

OR

II. Having completed a five (05) years of satisfactory service in Grade II of Management Assistant ' Non-Technical' (MA1) service Category in the relevant field.

Salary category	-	JM-1-1-2016
Salary scale	-	Rs. 42,600-10X755-18X1,135-70,580
Age	-	Must be not less than 22 years and not more than 45 years. (Maximum age limit is not applicable for internal applicants.)

07. Research and Development Assistant - 05 Posts

Qualifications and Experience

- **For external applicants**

(a) Having passed Six (06) subjects with credit passes four (04) subjects including,

i. Sinhala/ Tamil language

- ii. Mathematics

in the G.C.E (O/L) examination.

AND

(b) Having passed at least 03 subjects (except General Common Test) in Science stream or including Agriculture as a subject in the G.C.E (A/L) examination. (It is required to have passed 04 subjects under the old syllabus)

• **For internal applicants**

(a) Eligible employees mentioned below in (b), (c) and (e) in primary level unskilled, semi- skilled and skilled service categories can apply for this.

(b) Having passed Six (06) subjects with credit passes four (04) subjects including

- i. Sinhala/ Tamil language
ii. Mathematics

in the G.C.E (O/L) examination.

(c). Should hold permanent appointments in the service and should be made permanent in those appointments.

(d). Five (05) years of continuous satisfactory service period should have been completed in a permanent appointment prior to the due date;

Note: A period of training served prior to permanent appointment to a particular position or served as a condition for permanent appointment to a particular position shall not be considered towards the qualifying five-year period referred to in clause "e" above. Periods of temporary/casual service rendered prior to permanent appointment to a particular position shall not be considered towards the qualifying period of five years mentioned in item "e" above.

Salary category	-	MA1-1 2016
Salary scale	-	Rs. 27,910-10X300-7X350-4X495-20X660-48,540
Age	-	Must be not less than 18 years and not more than 45 years. (Maximum age limit is not applicable for internal applicants.)

08. Management Assistant (Non-technical) - 05 Posts

Qualifications and Experience

- **For external applicants**

(a) Having passed Six (06) subjects with credit passes four (04) subjects including

- I. Sinhala/ Tamil language
- II. Mathematics
- III. English

in the G.C.E (O/L) examination.

AND

(b) Having passed at least 03 subjects (except General Common Test) in the G.C.E (A/L) examination. (It is required to have passed 04 subjects under the old syllabus)

(c) Having followed a course of not less than 06 months in computer word processing/type writing recognized by the Tertiary and Vocational Education Commission or having obtained a similar level of skill.

- **For internal applicants**

(a) Eligible employees mentioned below in (b), (c), (d) and (e) in primary grade-non-technical, semi-technical and technical service categories can apply for this.

(b) Having passed Six (06) subjects with credit passes four (04) subjects including

- I. Sinhala/ Tamil language
- II. Mathematics
- III. English

in the G.C.E (O/L) examination.

(c). Having followed a course of not less than 06 months in computer word processing/type writing recognized by the Tertiary and Vocational Education Commission or having obtained a similar level of skill.

(d). Should hold permanent appointments in the service and should be made permanent in those appointments.

(e). Five (05) years of continuous satisfactory service period should have been completed in a permanent appointment prior to the due date;

Salary category - MA1-1 2016

Salary scale - Rs. 27,910-10X300-7X350-4X495-20X660-48,540

Age limits

Must be not less than 18 years and not more than 45 years.
Maximum age limit is not applicable for internal applicants.

❖ Other conditions:

In addition to the above-mentioned qualifications, every applicant applying for each position,

- i. Should be a citizen of Sri Lanka.
- ii. Should have the necessary physical and mental fitness to perform the tasks assigned to the position as well as to work in any part of the island.
- iii. Should be of excellent character.

Applications,

* Applications should be submitted along with the copies of certificates on which the qualifications can be proved, including details of the educational qualifications and professional qualifications requested for the position. Applications that do not fulfill these would be rejected. And the applicants who are already working in the government/corporations/boards should send their applications through the Heads of the institution.

* The corresponding position should be mentioned in the upper left corner of the envelope of the application.

* You should submit separate relevant applications for each position you are applying for (by using Annexure 01 and 02) and the positions applying for should be clearly mentioned in the application form.

All the applications should be sent to be received on or before **20/03/2024** by registered post to Chairman, Kithul Development Board, 9th Floor, Sethsiripaya Phase II, Battaramulla

* Late applications would be rejected.

If there's any fact that is not mentioned here would be decided by the concerned recruiting authority. Personal influence in relation to this position would be considered as disqualification.

* All the qualifications should be fulfilled by the last date of receipt of applications.

**Chairman,
Kithul Development Board,
9th Floor,
Sethsiripaya Phase II,
Battaramulla.**