



## Ministry of Plantation and Community Infrastructure Coconut Development Authority



Applications are hereby invited from the citizens of Sri Lanka who are well experienced and have necessary qualifications with regard to the undermentioned posts presently vacant at the Coconut Development Authority.

### 1. **Post :** Programme Assistant (Processing Development)

**No. of Vacancies :** 02

**Service Category :** Associate Officer(MA -3)

**Salary Scale :** Rs.53,940/-,10x800/-,11x1,190/-,10 x 1,320/-,5x1,350/-=Rs..94,980/-( MA 3-2025 )  
(Per month) + Approved Government Allowances.

**Basic Salary Step :** Rs. 45,722/- /-, (As per Schedule 11 of Management Service Circular  
No 01/2025)

### **Educational Qualifications :**

Should have obtained a degree from a university recognized by the University Grant Commission in the fields of Chemistry, pure Science, Applied Science or Agriculture Science .

**Method of Recruitment:** Written competitive examination and/or a structured interview

### 2. **Post :** Lab Field Assistant

**Service Category : Management Assistant (Non Tech) (MA -1-1)**

**Salary Scale:** Rs. 46220/-,10x540/-,7x630/-,4x890/-,20x1,190/-= රු.83,390/-  
(MA 1-1-2025) (Per month)+ Approved Government Allowances.

**Basic Salary Step :** Rs.40,403/-  
(As per Schedule 11 of Management Service Circular No 01/2025)

### **Qualifications (External)**

- i. Should have passed G.C.E.(Ordinary Level) Examination in six (06) subjects in one sitting with four (04) credit passes for Sinhala Language /Tamil Language, Mathematics, English and Science.  
with
- ii. Should have passed all subjects of the G.C.E.(Advanced Level) Examination under the Science stream (Exclusive of the General common test ) in one and the same sitting.

Having relevant experience in the laboratory field for a position in a government or private institution is considered an additional qualification.

**Qualifications (Internal)**

- (a). Employees currently serving in laboratory Attendant positions listed from “b” to “d” under the Primary Grade, Semi-Technical Service category, who possess the following qualifications, are eligible to apply for this position.
- (b) Should have passed G.C.E.(Ordinary Level) in six (06) subjects at one sitting, with four credit passes for Sinhala/Tamil language, Mathematics, English, and Science.
- (c) Should hold a permanent appointment in the service, and that appointment should have been confirmed.
- (d) As at the closing date of applications, the applicant should have completed an uninterrupted, satisfactory service period of five (05) years under a confirmed permanent appointment.

**Age:**

Candidates should not be less than 18 years old and not more than 45 years as at closing date of applications. The upper age limit would not be applicable to Applicants already in the services of Government Dept./ Provincial Government/ State Corporations/ Statutory Boards and Permanent Service in the Coconut Development Authority

**Method of Recruitment:** Written competitive examination and/or a structured interview

**Other :**

For the above posts

1. Should be a citizen of Sri Lanka
2. To perform the duties assigned to the post well and be prepared to work in any part of the country Must be physically and mentally fit to serve.
3. Must be of excellent character.

**Benefits:**

1. Gratuity under the Act. No. 12 of 1983.
2. Covered under a staff Medical Insurance Scheme and Personal Accident Insurance Scheme/Workmen compensation Insurance scheme
3. Employees' Provident Fund (EPF), Employee-10%, Employer 15% and Employees' Trust Fund (ETF) 3% Contribution by Employer.
4. Other fringe benefits applicable to Employees of the Authority.

Application of the candidates inclusive of the details of the applicant's present employment, salary particulars, previous positions held with duration and names and addresses of two non-related referees, and all the other particulars of the applicants together with copies of Birth Certificate , Educational , Professional & service certificates thereof, should be forwarded under registered cover to reach on or before 31.07.2025. The post applied for should be indicated on the top left-hand corner of the envelope.

Applications from employees in Government Departments / Provincial Government Service / State Corporations / Statutory Boards should forward their applications through the respective Head of Institutions and applicants who are already in permanent service in the Coconut Development Authority should forward their applications through the respective Divisional Heads of the Authority.

Applications received after the closing date or sent without copies of the above mentioned certificates or not sent through heads of Departments/Institution will be rejected.

Your application should be submitted according to the above instructions, and your information should be recorded and sent via the QR code provided below

This advertisement may be downloaded from CDA web site - [www.cda.gov.lk](http://www.cda.gov.lk)

Chairman  
Coconut Development Authority  
No 54, Nawala Road,  
Narahenpita  
Colombo 05.

