



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 under mentioned posts presently vacant at the Coconut Development Authority.

1. Post - Director (Quality Control & Quality Assurance)

No of Vacancies : 01

Service Category : Senior Management level- (HM 1-1)

Salary scale: Rs.140,640/-, 15x4,100/=Rs.202,140/- (HM1-1 - 2025) (per month)

+Approved Government Allowances.

Basic Salary Step : Rs. 123,019/-,(As per Schedule 11 of Management Service Circular No 01/2025 as at 01.01.2026)

Educational Qualifications and Experience:

For External Applicants.

Should have obtained a first Degree from a university recognized by the University Grants Commission in the fields of Chemistry or Biology with a Post graduate Degree of the relevant field.

With

Should have obtained not less than fifteen years experience (15) at Managerial level relevant to the post in a government or government recognized institution.

For Internal Applicants

Should have completed satisfactory period of service not less than 05 years in a related field in a Managerial level (MM 1- 1) with the salary scale of grade 1 of the Coconut Development Authority.

Age Limit :

Candidates should not be less than 35 years of age and not more than 50 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 Selection : By a Structured Interview

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.
5. Transport facilities and relevant monthly Fuel allowance or monthly transport allowance Rs.50000/- and relevant Fuel allowance applicable to the post.
(As per the Public Enterprises Circulars Nos. 1/2015 and 1/2015 (1))

2. Post –Assistant Director (Processing Development)

No. of Vacancies – 01

Service Category–Middle Management level- (MM 1-1)

Salary scale: Rs.91,690/-, 10x2,480/-, 15x3,450/-, =₹.168,240/- (MM1-1 2025), (per month) +Approved Government Allowances.

Basic Salary Step : Rs. 81,710/-,(As per Schedule 11 of Management Service Circular No 01/2025 as at 01.01.2026)

Educational Qualifications and Experience:

For external Applicants

Should have obtained a Bachelor of Science degree from a university, recognized by the university Grant commission in the fields of Pure / Applied / Biology, Agricultural Science.

And

Should have at least 03 years of experience in the field of a government or government institution after obtaining the above qualification.

For Internal Applicants

Should have completed satisfactory period of service not less than 05 years in a Junior Management level (JM 1-2)with the salary scale of grade 11 of the Coconut Development Authority.

Or

A minimum of five (05) years of satisfactory service in the relevant field in a post assigned to the MA 3 salary scale of the Coconut Development Authority, together with the required educational qualifications applicable to external applicants.

Age Limit :

Candidates should not be less than 25 years of age 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 Selection: A structured interview

3. Post –Assistant Director (Marketing Development & Research)

No. of Vacancies – 01

Service Category–Middle Management level- (MM 1-1)

Salary scale: Rs.91,690/-, 10x2,480/-, 15x3,450/-, =₹.168,240/- (MM1-1 2025), (per month) +Approved Government Allowances.

Basic Salary Step : Rs. 81,710/-,(As per Schedule 11 of Management Service Circular No 01/2025 as at 01.01.2026)

Educational Qualifications and Experience:**For external Applicants**

Should have obtained a degree from a university, recognized by the university Grant commission in the fields of Marketing/Economics/Business Administration/ Commerce or Management.

And

Should have at least 03 years of experience in the field of a government or government institution after obtaining the above qualification.

For Internal Applicants

Should have completed satisfactory period of service not less than 05 years in a Junior Management level (JM 1- 2) with the salary scale of grade 11 of the Coconut Development Authority.

Or

A minimum of five (05) years of satisfactory service in the relevant field in a post assigned to the MA 3 salary scale of the Coconut Development Authority, together with the required educational qualifications applicable to external applicants

Age Limit :

Candidates should not be less than 25 years of age 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 Selection: A structured interview

4. Programme Assistant (Internal Audit)

No. of Vacancies – 01

Service Category– Associate Officer level- (MA 3)

Salary scale: Rs. 53,940/-, 10 x800/-, 11x1,190/-, 10x1,320/-, 5x1350/-=Rs. 94,980/-
(MA 3 2025) (per month) +Approved Government Allowances.

Basic Salary Step : Rs. 49,831/-,(As per Schedule 11 of Management Service Circular No 01/2025 as at 01.01.2026)

Educational Qualifications and Experience:

Should have obtained a Degree from a University, recognized by the University Grant Commission in the fields of Commerce/ Accounting/ Business Administration/ Public Administration/ Management .

Age Limit :

Candidates should not be less than 22 years of age 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 Selection: Written competitive examination and / or a structured interview

5.Inspector

No. of Vacancies – 06

Service Category– Management Assistant Technical (MA 2-2)

Salary scale: Rs. 50,540/-, 10 x540/-, 7x630/-, 4x1,080/-, 20x1,280/-=රු.90,270/-
(MA 2-2 2025) (per month) +Approved Government Allowances.

Basic Salary Step : Rs. 46,960/-,(As per Schedule 11 of Management Service Circular
No 01/2025 as at 01.01.2026)

Nature of Duties:

The position requires full-time field duties related to the coconut industry sector, and on occasion, duties may need to be performed outside normal working hours. Special consideration will be given to applicants who possess a valid motorcycle riding license. The relevant job description is provided in detail on the website www.cda.gov.lk.

Educational Qualifications and Experience:

1.Educational Qualifications

Should have passed G.C.E.(Ordinary Level) Examination in six (06) subjects in one sitting with four (4) credit passes obtained for Sinhala Language / Tamil Language, Mathematics , Science and English.

And

Should have passed all subjects of the G.C.E.(Advanced Level) Examination in one sitting in the Science stream, (exclusive of the General Common Test)

2. Technical Skills/Competencies:

Should have followed not less than one year technical Diploma or a certificate course in the relevant field, conducted by the Open University of Sri Lanka, or government technical training Institute or any other government or Private Institute which shall meet the Level -05 (NVQ-05) of the National Vocational Qualifications in specified technical skills relevant to the post as determined by the tertiary and Vocational Education Commission.

Experience in notless than one (01) year in the relevant field will be considered as an added qualification.

Age Limit :

Candidates should not be less than 18 years of age 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 Selection: Written competitive examination and / or a structured interview

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.

Other :

For the above posts

1. Should be a citizen of Sri Lanka
2. Must possess the physical and mental fitness required to serve in any part of the country.
3. Must possess the physical and mental fitness required to satisfactorily perform the duties assigned to the post.
4. Must be of excellent character.

The application personally by 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 26.12.2025**. On the top left coner of the envelop containing the application, should be marked the relevant post .

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**.

This advertisement may be downloaded from CDA web site - **www.cda.gov.lk**

Chairman
Coconut Development Authority
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