



Ministry of Plantation and Community Infrastructure

Tea Small Holdings Development Authority

Vacancies

Deputy General Manager (Development) - 01 Post

- Service Category** : Senior Managerial Service Category (HM 1 - 1)
 - Qualifications** : Recruitment of external candidates (01 or 02 below)
 - Should have obtained a basic Degree in Science, Agriculture, Plantation Management, Business Administration / Management which is recognized by UGC
and
Should have obtained a postgraduate Degree (Masters) compatible to the subject field relevant to the subject field relevant to the post / associate membership in a reputed chartered institution and
At least fifteen (15) years experience in Government / Government Corporation, Board, Statutory Institution or in a reputed private sector organization at a managerial level post relevant to Agricultural Development / Agricultural extension activities.
 - Full membership in a reputed chartered institution compatible to the subject field relevant to the post
and
At least fifteen (15) years experience in Government / Government Corporation, Board, Statutory Institution or in a reputed private sector organization at a managerial level post relevant to Agricultural Development / Agricultural extension activities.
- Internal Applicants (1 or 2 below)**
- Should have fulfilled the qualifications for external applicants as mentioned above.
 - Should have successfully completed a service period of five (5) years in development / extension activities in a Grade 1 post in the Management MM 1 - 1 Service Category at the Tea Small Holdings Development Authority.
- Salary scale** : A monthly salary scale of Rs. 140,640 - 15 x 4,100 = 202,140/= as per Management Services Circular No. 01 / 2025 is entitled to this post. In addition to that Government approved allowances will be paid.
 - Age** : Age should be not less than 35 and not more than 55 (Maximum age limit will not apply to internal applicants)
 - Recruitment procedure** : (a) By a structured interview for external applicants
(b) By a structured interview for internal applicants.

Structured interview

- | | |
|--|------------------|
| 1. Relevant additional experience | - 30 marks |
| 2. Relevant additional educational / professional qualifications | - 30 marks |
| 3. Other work performance and skills | - 15 marks |
| 4. Performance at the interview | - 25 marks |
| Total Marks | <u>100 marks</u> |

Selection is made according to order of merits from those who acquire high marks at the interview

Tea Inspector / Extension Officer - No. of Vacancies - 25

- Service Category** - Management Assistant (Technological) service Category MA 2-3 - III
- Qualifications** - (a) **External Applicants**
Should have obtained an NVQ Proficiency Certificate not below Level Five (NVQ 5) issued by a technical / vocation training institute recognized by the Tertiary and Vocational Education Commission in Agriculture, Plantation Management or Plantation Extension Management.
(b) **Internal Applicants**
Qualification mentioned above in (a) for the recruitment of external applicants
- Salary Scale** - Entitled to a salary monthly scale of Rs. 52,700 10 x 800 - 11 x 1190 - 10 x 1320 - 10 x 1350 - = 100,490/- (per month) as per Management Services Circular No. 01/2025 for this post. In addition to the above government approved allowances will be paid.
- Age** - Should be not less than 18 years and not more than 45 years. (Maximum age limit is not applicable to the internal applicants)
- Method of Recruitment** - Recruitment will be made based on the results of a competitive examination after calling for applications by the Competent Authority for appointments and a structured interview conducted by a Board of Interviewers appointed by the Competent Authority for Appointments.
Written Competitive Examination
Methodology for written examination relevant to the recruitment procedure for the post of Management Assistant (Technological) Service Category is as follows.

Method of Examination

Two Question Papers

- Paper : Duration 01 hour
Consists of 50 Multiple Choice Questions
Syllabus : General Knowledge, Intelligence Test, Agricultural Theory, Tea Technology, matters concerning the tea industry
Marks : 50 x 2 marks each - 100 marks
- Paper - Duration 1 ½ hours
Syllabus : Fundamentals of Agriculture, matters concerning the tea division, tea industry and technology, agriculture extension and communication

Questions and Marks

- Questions expecting short answers
- Part (i)
Answers to 6 questions expected
6 questions x 5 marks - 30 marks
- Part (ii)
Essay type 7 questions
Answers to 5 of them expected
5 questions x 14 marks - 70 marks
- Total 100 marks

At least 40% should be obtained for each question paper and a minimum of 50% from both question papers should be obtained to pass the exam.

Structured Interview

- | | |
|---|------------------|
| 01. Relevant Additional Qualifications | - 30 marks |
| 02. Relevant Additional Educational/Professional Qualifications | - 30 marks |
| 03. Other Skills and Performances | - 15 marks |
| 04. Skills shown at the Interview | - 25 marks |
| Total | <u>100 marks</u> |

Selection will be made in the order of merits obtained with a total of 60% of total marks at the written competitive examination and 40% at the interview when recruiting through a written competitive examination and a structured interview.

6. Others

- Provisions in the Establishment Procedure Code will be applicable regarding all recruitments.
Selected applicant should contribute not less than 10% of the consolidated salary per month during the period of service with the Tea Small Holdings Development Authority to the Employees Provident Fund or any other Provident Fund of Employees under the Employees Provident Fund Act No. 15 of 1958 and the Authority will contribute not less than 15% as membership fee.
In addition to the above, the Authority will contribute 3% to the Employees Trust Fund.

7. Applications

- Applicants should send their applications consisting of all details along with the Certificate of Birth and copies of the educational certificates and service experience certificates, certificates of performance and skills under registered post to the address given below. Relevant post should be mentioned on the left-hand top corner of the envelope containing the application. Applicants who are already in Government / Government Corporations / Statutory Boards should direct their applications through their respective heads with his / her recommendation.

8. Closing date of applications - Applications should be sent to the following address on or before **10th March 2026.**

Chairman,

Tea Small Holdings Development Authority

No. 70, Parliament Road, Pelawatte, Battaramulla.