

Industrial Development Board of Ceylon

(Ministry of Industry and Entrepreneurship Development)



Vacancy

Industrial Development Board is a premier state sector organization set up by Act No. 36 of 1969, entrusted with the responsibility of encouraging, promoting and developing the Industrial Sector in Sri Lanka.

We are looking for experienced, result oriented and dynamic individuals who could accept the responsibilities mentioned below.

Applications are invited from Sri Lankan Citizens for the posts mentioned below.

01. Post of Director General - (HM 2-1) – Contract Basis

Educational / Professional Qualifications (1 or 2 or 3 below)

1. A Bachelor's degree in any discipline which is recognized by the U.G.C.

And

A Postgraduate Degree (Master's) in Science/ Agriculture/Business Administration/Management/ Public Administration / Economics/ Commerce/ LLB or Associate Membership of ICASL/CIMA/ACCA.

And

Minimum of twenty (20) years of experience at a "Managerial Level" out of which 05 years of experience should be at Senior Managerial Level with a proven track record in a Corporation, Statutory Board/Institution or a reputed private institution.

OR

2. Full Membership of a recognized professional Chartered Institution in Engineering (IESL/ICE/ IEE/IME), Accountancy (ICASL/CIMA/ACCA) or Management.

And

Minimum of fifteen (15) years of experience at a "Managerial Level" in a Corporation, Statutory Board/ Institution or a reputed private institution.

OR

3. A Bachelor's degree in any discipline which is recognized by the U.G.C.

And

PhD Degree in any relevant field.

And

At least 05 years of experience at Senior Managerial Level with a proven track record and management experience in a Corporation, Board or a reputed Mercantile Establishment after obtaining PhD.

Salary: Negotiable

Age Limit: Should be not less than 35 years and not more than 55 years.

02. Post of Deputy Director General (Development) – HM 1-3 – Contract Basis

Job Description

1. Responsible for functions of Development Divisions of the Board

(Technical Services, Centre for Entrepreneurship Development and Consultancy Services, Engineering Services, Industrial Estates, Marketing and Regional Development).

2. Monitoring of Identified new trends, areas, sources and technological advancements related to small & medium industries and propose suitable areas to implement in the Board in consultation with Director General.

3. Recommend to the Board in consultation with Director General, Identified Income Generating Opportunities by Directors.

4. Supervise and advice provincial network of the Board to improve the effectiveness and efficiency of the services and facilities for encouraging, promoting and developing industries.

5. Represent the Board on meetings and public events as advice by Director General and Chairman

6. Any other duties assigned by the Chairman, Director General and the Board of Directors of the Board.

Educational / Professional Qualifications

01. A Bachelor's degree in Science/Agriculture/ Business Administration / Management / Public Administration/Economics/Engineering/ Commerce/LLB from a University recognized by the U.G.C

And

Postgraduate Degree (Masters) in Science/ Agriculture / Business Administration/ Management / Public Administration / Economics / Engineering / Commerce / Law

OR Membership of ACA/FCA/ACMA/FCMA/ ACCA/FCCA.

And

Minimum of 18 years' experience in Managerial Level out of which three (03) years should be at Senior Managerial Level in a Corporation, Board or a reputed Mercantile Establishment.

OR

02. A Bachelor's degree in Science/Agriculture/ Business Administration/Management / Public Administration/ Economics/ Engineering/ Commerce/ LLB from a University recognized by the U.G.C

And

Ph.D. Degree in Science / Agriculture/ Business Administration/ Management / Public Administration/Economics/Engineering/ Commerce/Law

And

At least 03 years' experience at Senior Managerial Level with a proven track record and management experience in a Corporation, Board or a reputed Mercantile Establishment after obtaining Ph.D.

Salary: Negotiable

Age Limit: Should be not less than 35 years and not more than 55 years.

03. Post of Deputy Director General (Operations) – HM 1-3 – Contract Basis

Job Description

1. Responsible for day-to-day operational functions of the Board

- HR, Administration and Legal Affairs
- Financial Management
- Planning

2. Ensure smooth functioning of the Board by improving organizational, administrative and financial efficiency

- Introduce productive tools and practices to ensure cost efficiency of the Board
- Supervise & advice for performance management of the staff
- Recommend to the Board in consultation with Director General, the cost-effective methods identified by the Directors.

- Advice on carrying out market surveys to identify market demand.

3. Recommend to the Board in consultation with Director General, Identified Income Generating Opportunities by Directors.

4. Monitor the coordination between divisional activities

5. Represent the Board on meetings and public events as advice by Director General and Chairman.

6. Any other duties assigned by the Chairman, Director General and the Board of Directors of the Board.

Educational / Professional Qualifications

01. A Bachelor's degree in Science/Agriculture/ Business Administration / Management/ Public Administration/Economics/Engineering/ Commerce/LLB from a University recognized by the U.G.C

And

Postgraduate Degree (Masters) in Science/ Agriculture / Business Administration / Management / Public Administration / Economics / Engineering / Commerce / Law

OR Membership of ACA/FCA/ACMA/FCMA/ ACCA/FCCA.

And

Minimum of 18 years' experience in Managerial Level out of which three (03) years should be at Senior Managerial level in a Corporation, Board or a reputed Mercantile Establishment.

OR

02. A Bachelor's degree in Science/Agriculture/ Business Administration/Management / Public Administration / Economics / Engineering/ Commerce / LLB from a University recognized by the U.G.C

And

Ph.D. Degree in Science/ Agriculture / Business Administration / Management / Public Administration/Economics/Engineering/ Commerce/Law

And

At least 03 years' experience at Senior Managerial Level with a proven track record and management experience in a Corporation, Board or a reputed Mercantile Establishment after obtaining Ph.D.

Salary: Negotiable

Age Limit: Should be not less than 35 years and not more than 55 years.

04. Post of Supplies Officer - (JM 1-1) – Contract Basis

Educational / Professional Qualifications

A Degree in Management / Commerce / Business Administration / Public Administration from a University recognized by the University Grants Commission with 01 year post qualifying experience in supplies work in a reputed establishment in relevant field and a one-year certificate course in Supplies and Material Management

Salary: Negotiable

Age Limit: should be not less than 22 years and not more than 45 years.

05. Post of Project Coordinator – SME Industrial Infrastructure Development - (Assignment Basis) – 02 Positions

Main Duties & Responsibilities

01. Coordinating the establishment of industrial incubators. (knowledge of electrical, electronic and mechanical engineering will be an added advantage)

02. Establishment, development and supervision of sales centers.

03. Establishment and implementation of a new industrial projects in each of the 331 Divisional Secretariats.

04. Prepare project plans, progress reports, and board presentations.

05. Coordinate with government agencies, contractors and investors.

06. Ensure timely implementation of projects and compliance with project objectives.

06. Consultant – Key Performance Indicator, Goal Setting Preparation, Job Descriptions, Standards Operational Practices - (Assignment Basis)

Educational / Professional Qualifications

1. A Bachelor's degree in Management / Engineering discipline which is recognized by the U.G.C.

And

Associate Membership of ICASL/CIMA/ACCA/IESL and MBA with Lean & Process Engineering knowledge minimum 2 years.

2. Excellent overall command of English / Tamil Language.

3. Previous Experience in 10 years.

4. Strong interpersonal & communication skills.

5. Computer Literate.

6. Marketing / HR experience in service industry is an added advantage.

7. Ability to Manage client relationships and perform under deadlines.

8. Salary is negotiable.

Age Limit: should be 50 - 60 years.

General Conditions

1. Candidate who is selected to the post will be entitled to EPF contribution which will be 10% by the employee and 12% by the board. In addition, ETF contribution by the Board will be 3 %. (Only for Contract Employees)

2. Applications must be submitted with the copies of Birth, Educational, Professional, Experience and other relevant certificates. Application with your bio data and details of two non-related referees should be sent by registered post to the address given below to receive on or before **09.03.2026**. The post applying should be mentioned **on the top left-hand corner** of the envelope.

3. Applications from candidates in the Government Departments / Corporations and Statutory Boards should be forwarded through their respective Heads of Institutions.

4. Applications not complying with all the requirements mentioned above will be rejected.

5. Above conditions will be applicable for 2 years on renewable basis evaluating performance.

6. Any form of canvassing will be considered as a disqualification.