



NOTICE

Ministry of Public Administration, Provincial Councils and Local Government **Local Loans and Development Fund** **Recruitment on Open Basis for The Post of Chief Executive Officer /Director**

The Local Loans and Development Fund which performs the main function of providing necessary loan facilities and recovery of loans with a view to investing capital and improving infrastructure in local authorities in the island, is a statutory institution established under the Local Loans and Development Ordinance No.22 of 1916, which is under the purview of the Provincial Councils and Local Government Division of the Ministry of Public Administration. Applications are invited from citizens of Sri Lanka who have fulfilled the qualifications mentioned in this notice for filling the existing vacancy (01) for the post of Chief Executive Officer/Director of the Senior Management Category of this Fund.

Nature of Appointment :

This is a permanent post with entitlement for Employees Provident Fund (EPF) and Employees Trust Fund (ETF).

01. Method of Recruitment :

The candidate who obtains the highest marks out of the applicants who have fulfilled the qualifications mentioned in this notice based on the structured interview conducted by an interview board appointed by the Board of Commissioners of the Local Loans and Development Fund will be recruited to this post.

All appointments/recruitments to this service category will be made only by strictly adhering to the provisions of the recruitment procedure.

02. Qualifications Required:

3.1 External Applicants:

Should have obtained a degree in Management, Commerce, Accountancy, Business Administration, Public Administration or any other degree in the subject field relevant to the post recognized by the University Grants Commission with a postgraduate degree in the relevant field or obtaining the Associate Membership of a recognized Chartered Professional Institute compatible to the subject field relevant to the post

and

at least fifteen (15) years' experience in the relevant field in a "Management Level" post in Government, Government Corporation, Board, Statutory Institute or reputed private institution after obtaining the degree qualification.

3.2 Internal Applicants:

Should have fulfilled the qualifications for the external applicants mentioned above

Or

Should have completed a satisfactory service period of at least (05) years in the relevant subject field in a Grade 1 post of Management Services (MM) Service Category.

Note: "Satisfactory Service Period" means a service period where all salary increments have been earned during the service period preceding the date applying for the promotion and has not been punished (except for a warning or serious warning) during that period

3.3 Other Qualifications:

- Should be a citizen of Sri Lanka
- Should be physically and mentally fit to discharge the duties entrusted to the post and to serve in any part of the island
- Should bear an excellent moral character

03. Conditions for Employment and Service Conditions:

4.1 Officer appointed to the post out of the external applicants will be subject to a probation period of three (03) years and if he/she has carried out his/her duties satisfactorily and the conduct has been satisfactory during the probation period he/she will be confirmed in the service/post at the end of the probation period. Person recruited out of the internal applicants serving in a permanent post in the qualifying service category will be subjected to an acting test period.

4.2 Provisions of the Establishments Code will be applicable with regard to deployment in service after recruitment and all ancillary matters.

05. Duties entrusted to the post:

Exercising the powers, performing the duties and responsibilities entrusted by the Board of Commissioners of the institution under the guidance of the Board of Commissioners, giving leadership to the staff of the institution, encouraging the entire staff to achieve maximum productivity, bearing responsibility of the overall performance of the institution are the main responsibilities entrusted to a person holding the post of Chief Executive Officer/Director.

06. Age Limit:

Should not be less than 35 years of age and not more than 55 years of age as at the closing date of applications. Maximum age limit will not be applicable to internal applicants.

07. Salary Scale:

Monthly salary scale entitled to this post is (HM 1-1-2025) – Rs.140,640.00 – 4,100 x 15 – Rs.202,140/-.

Note: When recruiting out of the external applicants, he/she will be placed at the starting step of the salary scale. When recruiting out of internal applicants, he/she will be placed at the salary step as per provisions in Chapter VII of the Establishments Code.

08. Method of giving marks at the structured interview:

Serial No.	Subject	Marks
01	Relevant additional experience	30
02	Relevant additional educational/professional qualifications	30
03	Other performances and skills	15
04	Performance at the interview	25
	Total Marks	100

09. Date of Qualification:

It is accepted as fulfilling the qualifications required for appointment to the service/post, only if the qualifications required in Sections 3.1, 3.2 and 3.3 are fulfilled in every manner as at the closing date of applications.

10. Identity of the Candidates:

In evaluating the eligibility, only the candidates who have submitted applications complete in every manner will be called for the interview.

Originals and self-certified copies of all certificates should be submitted at the interview.

Following documents will be accepted as proof of identity at the interview.

(I) National Identity Card issued by the Commissioner for Registration of Persons

(II) Valid Passport

11. Method of Submission of Applications:

(I) Applications should be submitted by registered post addressed to “Secretary, Ministry of Public Administration, Provincial Councils and Local Government, Provincial Councils and Local Government Division, No.330, Union Place, Colombo 02” to receive on or before 2026. Applications received after Applications received after the said date will be rejected.

- (II) A specimen of the application form to be submitted can be downloaded from <https://pubad.gov.lk> of the Ministry of Public Administration, Provincial Councils and Local Government, <https://mpclg.lk> of the Provincial Councils and Local Government Division and <https://lldf.gov.lk>. Applicants should self-prepare the application in their own handwriting on A4 size paper mentioning No.01 to 03 on Page One, Nos. 04 and 05 on Page Two and Nos. 06 to 08 on Page Three.
- (III) Certified copies of the documents proving the qualifications mentioned, should be attached and forwarded with the application.
- (IV) The caption, “Recruitment to the Post of Chief Executive Officer/Director” should be mentioned on the top left hand corner of the envelope containing the application.
- (V) Signature of the applicant should be attested either by a Principal of a Government School/Justice of the Peace/Commissioner for Oaths/Attorney at Law/Notary Public/Commissioned Officer of the Tri Forces or Gazetted Officer of the Police Service or an officer holding a permanent post in in Public or Provincial Public Service drawing a monthly consolidated salary of Rs.82,150/- or above.
- (VI) Officers currently employed in Public or Provincial Public Service should forward their applications through the respective Departmental Heads.
- (VII) Applications that are not compatible with the specimen application provided herewith, will be rejected without any intimation. Complaints will not be entertained regarding lost or delayed applications.

12. Submission of False Information:

Your candidature will be cancelled if any of the information mentioned by you in the application is found to be false or incorrect before recruitment. Action will be taken to dismiss from service, subject to relevant actions if it is found that any of the information given is false or incorrect after recruitment.

- 13.** Board of Commissioners of the Local Loans and Development Fund reserves the right either to fill or not to fill the vacancy.
- 14.** If there is any inconsistency among the Sinhala, Tamil and English language texts of this newspaper notice, the Sinhala text shall prevail.
- 15.** With regard to any matter that is not mentioned in this notice or if any problematic situation arises, the decision of the competent authority on appointments will be final.

S.Alokabandara

Chairman

Board of Commissioners of the Local Loans and Development Fund

..... March 2026