

MINISTRY OF AGRICULTURE AND PLANTATION INDUSTRIES

National Institute of Plantation Management

APPLICATIONS are invited from suitably qualified Sri Lankans for the following post of this Institute.

1. POST OF MANAGEMENT ASSISTANT (Non Technological) - MA 1.1 (Grade III)

- Qualifications** : **External Candidates**
Having passed the G.C.E. (O/L) examination in six subjects with credit passes for four subjects including Sinhala/Tamil Language, Mathematics & English language.
and
Having passed three subjects (other than the general paper) at the G.C.E. (A/L) examination.
- Internal Candidates**
Having passed the G.C.E. (O/L) examination in six subjects with credit passes for four subjects including Sinhala/Tamil Language & Mathematics.
and
Having completed a minimum of five years service in permanent post under the employee category of Primary level - skilled or Primary level - unskilled
- Salary scale** : MA 1.1 - Rs. 27,910/- 10x300/- 7x350/- 4x495/- 20x660/- Rs.48,540/-
(At the beginning salary entitlement is Rs. 27,910/- and other Government approved allowances)
- Age Limit** : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to internal candidates.
- Method of selection** : Written competitive examination and a interview conducted by a professional interview panel.
- Other benefits**
- Institute's contribution to EPF & ETF will be 12% and 3% respectively from basic salary. (Employee's contribution to EPF will be 10% from basic salary)
 - Contributory medical insurance scheme for the member and immediate family members.
 - Free transport from and to the nearest town (Kottawa/Kaduwela)

How to apply

Please forward your detailed curriculum vitae with names and addresses of two non-related referees together **with copies of relevant certificates** to the undersigned to reach on or before **18th December 2023** under registered cover. Applications from employees in the public sector should be forwarded through the respective Heads of Institutions. The post applied for should be marked on the top left hand corner of the envelop. The incompleted and delayed applications will not be considered under any circumstances.

**Director / Chief Executive Officer,
National Institute of Plantation Management,
M.D.H. Jayawardena Mawatha, Athurugiriya.
Tel: 011-2770232**