



Ministry of Finance

Electronic Government Procurement (e-GP) Secretariat Recruitment of Staff

Applications are invited from suitably qualified experienced applicants for the following positions, in the Electronic Government Procurement Secretariat (e-GP Secretariat) to implement the e-GP system under Ministry of Finance.

1. Procurement Specialist - 01 position

Monthly Remuneration (All inclusive): Rs. 100,000/-

Age Limit: below 65 years

Qualifications:

A successfully completed Bachelor's Degree or equivalent, which is recognized by the University Grants Commission.

or

A qualification recognized by the University Grants Commission as an equivalent qualification to a degree in the relevant filed

with

At least 05 years of experience in the capacity of Procurement Specialist in any Organization.

or

Ten years of experience as a Procurement Officer

Preference will be given to the candidates who have successfully completed Diploma in Public Procurement and Contract Administration (DIPPCA) and possess experience in both procurement and contract management in Local/Foreign funded projects.

2. ICT Officer - 02 positions

Monthly Remuneration (All inclusive):Rs.40,000/-

Age Limit: below 50 years

Qualifications:

A successfully completed Bachelor's Degree in Information and Communication Technology or equivalent, which is recognized by the University Grants Commission.

or

Qualifications recognized by the University Grants Commission as an equivalent qualification to a degree in the relevant filed

or

A professional qualification successfully completed from a recognized professional Institute in Information and Communication Technology (ICT)

with

At least 01 year of experience in the required area of specialization.

Having obtained a certificate of proficiency not below than the National Vocational Level 5 (NVQ 5), issued by the Tertiary and Vocational Education Commission with at least 02 years of experience in the required area of specialization.

Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 4 (NVQ 4), issued by Tertiary and Vocational Education Commission with at least 03 years of experience in the required area of specialization.

Preference will be given to candidates who have experience in similar projects.

3. Procurement Officer - 01 position

Monthly Remuneration (All inclusive):Rs.40,000/-

Age Limit: below 50 years

Qualifications:

A successfully completed Bachelor's Degree or equivalent, which is recognized by the University Grants Commission.

or

Qualifications recognized by the University Grants Commission as an equivalent qualification to a degree in the relevant filed

with

At least 03 years of experience in the required area of specialization

or

A professional qualification successfully completed from a recognized professional Institute in the relevant filed

with

At least 05 years of experience in the required area of specialization

Preference will be given to candidates who possess experience in procurement / contract management experience.

Method of Selection:

Shortlisted applicants based on relevant qualifications and experience will be called for an interview.

Recruitment Basis:

Contract basis for one year.

Terms and Conditions:

All the appointments will be made initially for a period of one-year and extension of service will be based on the performance. All conditions in the Management Services Circular No. 01/2019 of 16.03.2019 and subsequent circulars will apply in relation to the appointments.

The Curriculum Vitae should be sent under registered post to reach the following address on or before 16-10-2020 with the educational and professional qualifications with experience to prove the eligibility of the candidate for the following address.

**Director
e-GP Secretariat
Second Floor (New Building)
Ministry of Finance
Colombo 01**

Or send via e-mail-egphr@promise.lk

Applied post for should be clearly stated on the top left-hand corner of the envelope containing the application. Applications sent by e-Mail should be clearly indicated on the subject line of the position applied to.

**Director
e-GP Secretariat
Second Floor (New Building)
Ministry of Finance
Colombo 01**

02.10.2020