

# VACANCY ANNOUNCEMENT



## **PUBLIC UTILITIES COMMISSION OF SRI LANKA**



The Public Utilities Commission of Sri Lanka (PUCSL) was established by the Act No. 35 of 2002 as a multi-sector infrastructure regulator in the country. With the enactment of the Sri Lanka Electricity Act No. 20 of 2009, the PUCSL became the economic, safety and technical regulator of the Electricity industry.

The PUCSL is looking for dynamic and result oriented professionals to fill the following positions.

### **1) Assistant Director Corporate Communications (Information Management) - (01 position) On Contract**

#### **a) Reporting Relationship**

- Reporting to Director Corporate Communications

#### **b) Qualifications**

- First Degree from a recognized university by UGC or Similar Qualifications

#### **c) Key Accountabilities**

Maintaining the efficient and productive system of documents/Information to be provided under the Acts of Public Utilities Commission of Sri Lanka, Sri Lanka Electricity Act and any other legislation(including future legislations) related to PUCSL as the multi sector regulatory body. Should be responsible for maintaining the system of dissemination of proactive information for all the stakeholders. Also responsible for maintaining the system for dissemination of information under Right to Information Act.

#### **d) Experience**

At least (03) three years of post-qualifying experience in the following areas;

- Strong skills in gathering and compiling data.
- Proven skills in report writing and presentations.
- Proven organizing skills covering involvement in public relations and Event management.
- High proficiency in English. Should have good writing skills in English and Sinhala.
- Experience in web site administration and social media
- Working experience in regulatory institution will be added advantage

#### **e) Age**

- Below 35 years.

### **2) Management Assistant (01 position)**

#### **a) Reporting Relationship**

- Reports to – Director Consumer Affairs

#### **b) Qualifications**

- Should have passed 03 main subjects (except General Test and Common English Paper) in G.C.E. (A/L) examination in one sitting.

AND

- Should have passed the G.C.E. (O/L) Examination with six (06) subjects including credit passes for English, Sinhala/Tamil languages and Mathematics in one sitting.

#### **c) Experience and skills required**

At least (03) three years of post-qualifying experience in the following areas;

- Prior experience in data analysis
- Good communication skills
- Exposure in electricity industry or regulatory environment will be an added advantage

#### **d) Age: Between 18-30 years as on the date of this advertisement**

The above positions carry an attractive remuneration and other fringe benefits. Shortlisted applicants based on the highest qualifications and experience will be called for interviews and the selection will be based on the performance at the interview. Applications with a cover letter giving full name, address, contact numbers, date of birth, age, nationality, educational & professional qualifications, related experience and any other relevant details with names and contact details of two non-related referees to be forwarded to reach PUCSL on or before 21.08.2020. The position to be marked on the top left corner of the envelope or as the subject line of the email.

**The Chairman**  
**Public Utilities Commission of Sri Lanka**  
**Level 06, BOC Merchant Tower**  
**No: 28, St. Michael's Road, Colombo 03.**  
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