Ministry of Urban Development and Housing
State Ministry of Rural Housing and Construction and Building Material Industries Promotion
National Housing Development Authority

VACANCIES

Applications are invited from qualified citizens of Sri Lanka for filling the following vacancies of the National Housing Development Authority functioning under the State Ministry of Rural Housing and Construction and Building Material Industries Promotion.

Ser. No.	Position	Salary Category	Number of Vacancies
01	General Manager (Chief Executive Officer)	HM 2-3	01
02	Deputy General Manager (Engineering Services and Construction)	HM 1-3	01
03	Deputy General Manager (Planning, Research and Development)	HM 1-3	01
04	Deputy General Manager (Finance)	HM 1-3	01
05	Deputy General Manager (Legal)	HM 1-3	01
06	Chief Internal Auditor	HM 1-1	01
07	Assistant General Manager (Human Resources Development and Administration)	HM 1-1	01
08	Assistant General Manager (Financial Accounts)	HM 1-1	01
09	Assistant General Manager (Engineering Services and Construction)	HM 1-1	01
10	Assistant General Manager (Architecture and Planning)	HM 1-1	01
11	Assistant General Manager (Information and Publicity)	HM 1-1	01
12	Assistant General Manager (Housing Development)	HM 1-1	01
13	Assistant General Manager (Lands)	HM 1-1	01
14	Assistant General Manager (Supplies and Transport Management)	HM 1-1	01
15	Assistant General Manager (Procurement)	HM 1-1	01
16	Assistant General Manager (Projects)	HM 1-1	01

01. General Manager (Chief Executive Officer)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

1.1 External Applicants:

I. Should have obtained a Bachelor's degree recognized by the University Grants Commission in Public Administration, Business Administration, Engineering, Architecture, Quantity Surveying, Town and Country Planning, Management, Commerce, Accountancy, Law or any other relevant subject field
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or Fellow / Corporate Membership of a reputed Chartered Professional Institute
With
Minimum 20 years experience in management level position in a government corporation / statutory board or reputed private sector institution. (05 years out of these 20 years should be in a Senior Management level position)

Or

II. Should have obtained a Bachelor's degree recognized by the University Grants Commission in Public Administration, Business Administration, Engineering, Architecture, Quantity Surveying, Town and Country Planning, Management, Commerce, Accountancy, Law or any other relevant subject field
and
Should have obtained a Doctorate in an abovementioned subject field recognized by the University Grants Commission
With
Being an officer with an excellent service record of five (05) years in Senior Management level in a government corporation, statutory board, or reputed private sector institution

1.2 Internal Applicants

Should have Educational and Professional qualifications as for external applicants mentioned above and should have completed a satisfactory service period of at least four (04) years in a Deputy General Manager / position in Senior Management Service Category (HM 1-3)
And
Specific proficiency in managing human and other resources efficiently and in providing leadership to teams engaged in multi-disciplinary tasks.

02. Deputy General Manager (Engineering Services and Construction)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

2.1 External Applicants:

Should have obtained a Bachelor's degree recognized by the University Grants Commission relevant to Civil Engineering or Architecture subject fields
and
Should be a Fellow / Corporate Member of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 16 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

2.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of at least three (03) years in the Post of Assistant General Manager (Engineering Services and Construction / Architecture and Planning) position in Senior Management Service Category (HM 1-1).

03. Deputy General Manager (Planning, Research and Development)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

3.1 External Applicants:

Should have obtained a Bachelor's degree recognized by the University Grants Commission in Planning, Research and Development, Management, Commerce, Public Administration, Business Administration or Statistics subject fields
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should be a Fellow / Corporate Member of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 16 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

3.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of at least three (03) years in the Post of Assistant General Manager position in Senior Management Service Category (HM 1-1)

04. Deputy General Manager (Finance)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

4.1 External Applicants:

I. Should have obtained a Bachelor's degree recognized by the University Grants Commission in Accountancy, Commerce or Business Administration (Finance, Accountancy) subject fields
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have an Associate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 16 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.
Or
II. Should have obtained Fellow Membership of a reputed Chartered Professional Institute in the relevant subject field
and
Minimum 16 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

4.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of at least three (03) years in the Post of Assistant General Manager (Financial Accounts / Management Accounts) position in Senior Management Service Category (HM 1-1)

05. Deputy General Manager (Legal)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

5.1 External Applicants:

Should have obtained a degree recognized by the University Grants Commission in Law and should have taken oaths as an Attorney at Law of the Supreme Court and should have taken oaths as a Notary Public in dual languages Sinhala / Tamil and English
and
Should have obtained a postgraduate degree in Law recognized by the University Grants Commission
With
Minimum 16 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

5.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of at least three (03) years in the Post of Assistant General Manager (Legal) position in Senior Management Service Category (HM 1-1)

06. Chief Internal Auditor

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

6.1 External Applicants:

i. Should have obtained a Bachelor's degree recognized by the University Grants Commission in Accountancy, Commerce or Business Administration (Finance, Accountancy) subject field
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have an Associate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

ii. Should be a Fellow of any other Chartered Professional Institute relevant to the subject field
And
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or a reputed private sector institution.

6.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of thirteen (13) years in the Management Services Category position in Management Service Category (MM 1-3)
or
iii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position.

07. Assistant General Manager (Human Resources Development and Administration)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

7.1 External Applicants:

Should have obtained a Bachelor's degree recognized by the University Grants Commission in Human Resources Management, Public Administration, Business Administration, Commerce or Management subject field
And
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have a Fellow / Corporate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or a reputed private sector institution.

7.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of at least three (03) years in a Management Service Category (MM 1-1) Grade I position relevant to the subject field.

08. Assistant General Manager (Financial Accounts)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

8.1 External Applicants:

i. Should have obtained a Bachelor's degree recognized by the University Grants Commission in Accountancy, Commerce or Business Administration (Finance, Accountancy) subject field
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have an Associate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.
or
ii. Should be a Fellow of a reputed Chartered Professional Institute relevant to the subject field
And
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or a reputed private sector institution.

8.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of thirteen (13) years in the Management Services Category position in Management Service Category (MM 1-3)
or
iii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position in the relevant subject field.

09. Assistant General Manager (Engineering Services and Construction)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

9.1 External Applicants:

i. Should have obtained a Bachelor's degree recognized by the University Grants Commission in Civil Engineering or Quantity Surveying subject field
and
Should have an Fellow / Corporate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

9.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of thirteen (13) years in the Management Services Category position in Management Service Category (MM 1-3)
or
iii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position in the relevant subject field.

10. Assistant General Manager (Architecture and Planning)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

10.1 External Applicants:

i. Should have obtained a Bachelor's degree recognized by the University Grants Commission in Architecture subject field
and
Should have an Fellow / Corporate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

10.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of thirteen (13) years in the Management Services Category position in Management Service Category (MM 1-3)
or
iii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position in the relevant subject field.

11. Assistant General Manager (Information and Publicity)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

11.1 External Applicants:

Should have obtained a Bachelor's degree recognized by the University Grants Commission in Mass Communication or Management subject field
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have a Fellow / Corporate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

11.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position in the relevant subject field.

12. Assistant General Manager (Housing Development)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

12.1 External Applicants:

Should have obtained a Bachelor's degree recognized by the University Grants Commission in Civil Engineering, Project Management, Town Planning, Economics, , Statistics, Management or Commerce subject field
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have a Fellow / Corporate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

12.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of thirteen (13) years in the Management Services Category position in Management Service Category (MM 1-3)
or
iii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position in the relevant subject field.

13. Assistant General Manager (Lands)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

13.1 External Applicants:

Should have obtained a Bachelor's degree recognized by the University Grants Commission in Property Management, Valuation Science, Town and Country Planning, Management, Commerce or Surveying subject field
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have a Fellow / Corporate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

13.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position in the relevant subject field.

14. Assistant General Manager (Supplies and Transport Management)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

14.1 External Applicants:

Should have obtained a Bachelor's degree recognized by the University Grants Commission in Human Resources Management, Public Administration, Business Administration, Commerce, Supplies Management or Management subject field
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have a Fellow / Corporate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

14.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position in the relevant subject field.

15. Assistant General Manager (Procurement)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

15.1 External Applicants:

i. Should have obtained a Bachelor's degree recognized by the University Grants Commission in Engineering, Quantity Surveying or Architecture subject field
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have a Fellow / Corporate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.
or
ii. Should have obtained a Bachelor's degree recognized by the University Grants Commission in Accountancy, Commerce or Business Administration (Finance, Accountancy) subject fields
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have an Associate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

- Completion of a Diploma Course in Government Procurement and Contract Administration in a reputed government institution will be considered as a special qualification.

15.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of thirteen (13) years in the Management Services Category position in Management Service Category (MM 1-3)
or
iii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position in the relevant subject field.

- Completion of a Diploma Course in Government Procurement and Contract Administration in a reputed government institution will be considered as a special qualification.

16. Assistant General Manager (Projects)

Basis of Recruitment - Permanent
Number of Vacancies - 01
Service Station - Head Office

Educational / Professional Qualifications and Experience

16.1 External Applicants:

Should have obtained a Bachelor's degree recognized by the University Grants Commission in Civil Engineering, Project Management, Town Planning, Management or Commerce subject field
and
Should have obtained a postgraduate degree in an abovementioned subject field recognized by the University Grants Commission or should have a Fellow / Corporate Membership of a reputed Chartered Professional Institute relevant to the subject field
With
Minimum 13 years experience in management level position relevant to the subject field in government, government corporation, board, statutory institution or reputed private sector institution.

16.2 Internal Applicants

i. Should have fulfilled the qualifications of the external applicants relevant to the post
Or
ii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of thirteen (13) years in the Management Services Category position in Management Service Category (MM 1-3)
or
iii. Should have Educational and Professional qualifications as for external applicants relevant to the post and should have completed a satisfactory service period of three (03) years in the Management Services Category (MM 1-1) Grade I position in the relevant subject field.

Age Limit

Position	Salary Category	Age Limit
General Manager (Chief Executive Officer)	HM 2-3	Should be not less than 35 years and not more than 55 years. (Maximum age limit is not applicable to internal applicants)
Deputy General Manager (Engineering Services and Construction)	HM 1-3	
Deputy General Manager (Planning, Research and Development)	HM 1-3	
Deputy General Manager (Finance)	HM 1-3	
Deputy General Manager (Legal)	HM 1-3	
Chief Internal Auditor	HM 1-1	
Assistant General Manager (Human Resources Development and Administration)	HM 1-1	Should be not less than 35 years and not more than 55 years. (Maximum age limit is not applicable to internal applicants)
Assistant General Manager (Financial Accounts)	HM 1-1	
Assistant General Manager (Engineering Services and Construction)	HM 1-1	
Assistant General Manager (Architecture and Planning)	HM 1-1	
Assistant General Manager (Information and Publicity)	HM 1-1	
Assistant General Manager (Housing Development)	HM 1-1	
Assistant General Manager (Lands)	HM 1-1	
Assistant General Manager (Supplies and Transport Management)	HM 1-1	
Assistant General Manager (Procurement)	HM 1-1	
Assistant General Manager (Projects)	HM 1-1	

Salary

Position	Salary Category	Monthly Salary Scale
General Manager (Chief Executive Officer)	HM 2-3	Rs. 98,215 – 12 x 2,700 – 130,615
Deputy General Manager (Engineering Services and Construction)	HM 1-3	Rs. 86,865 – 15 x 2,270 – 120,915
Deputy General Manager (Planning, Research and Development)	HM 1-3	
Deputy General Manager (Finance)	HM 1-3	
Deputy General Manager (Legal)	HM 1-3	
Chief Internal Auditor	HM 1-1	Rs. 80,295 -15 x 2,270 – 114,345
Assistant General Manager (Human Resources Development and Administration)	HM 1-1	
Assistant General Manager (Financial Accounts)	HM 1-1	
Assistant General Manager (Engineering Services and Construction)	HM 1-1	
Assistant General Manager (Architecture and Planning)	HM 1-1	
Assistant General Manager (Information and Publicity)	HM 1-1	
Assistant General Manager (Housing Development)	HM 1-1	
Assistant General Manager (Lands)	HM 1-1	
Assistant General Manager (Supplies and Transport Management)	HM 1-1	
Assistant General Manager (Procurement)	HM 1-1	
Assistant General Manager (Projects)	HM 1-1	

General Conditions

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

Other benefits offered by the National Housing Development Authority

- Medical benefits
- Holiday Pay
- Incentives and Bonus
- Professional allowances and approved other allowances
- Official Transport expenses and Combined Allowances
- Employee Loan Facilities under concessional interest rates (Staff Housing Loan, Distress Loan facilities) Other welfare loans including Fuel as per the Circular / Communication Allowance.

Age limits will not be applicable to the employees of the Government / Government Corporations / Boards and Statutory Institutions.

Further, those who currently serve in Government / Government Corporations / Boards and Statutory Institutions should direct their applications through the Heads of their institutions.

Following information should be submitted when sending in your applications for the abovementioned posts.

a. Bio Data
b. Certified Photo copies of the certificates to prove the qualifications and experience
c. Your contact No.

National Housing Development Authority reserves the right to take the final decision regarding selection of suitable persons.

Applications consisting of all Bio Data information, Names, Addresses and Telephone Nos. of two non-related referees along with the certified photocopies of the relevant certificates should be sent by registered post to the address given below to receive within 14 days of publication of this notice.

Deputy General Manager
(Human Resources Management and Administration)
National Housing Development Authority
Sir Chittampalam A. Gardiner Mawatha
Colombo 02

Post applying for should be clearly mentioned on the left hand top corner of the envelope containing the application.

Telephone Nos. 011 2382006 / 011 2431709

Chairman
National Housing Development Authority

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