



VACANCY GENERAL MANAGER (CONTRACT BASIS)

Applications are invited for the post of General Manager - the Chief Executive Post in the Society - for a contract period of one year. Recruitment for this post will be effected in accordance with Circular No. 2016/01 dated 01.11.2016 of Co-operative Employees Commission and the said qualifications are given below.

Qualifications

01. A postgraduate degree of a recognized university inclusive of one of the subjects Commerce, Management, Economics, Accountancy, Human Resources Management, Law and Social Science with 02 years experience at Executive Level in a reputed commercial / industrial institute
or
02. A degree from a recognized university inclusive of one of the subjects - Commerce, Management, Economics, Accountancy, Human Resources Management and Law together with 05 years experience at Executive Level in a reputed commercial / industrial institute
or
03. Higher Diploma in the relevant field from a Technical College or higher technical education institute together with 06 years experience at Executive Level in a reputed commercial / industrial institute
or
04. Diploma in Business Management from the National Co-operative Development Institute, Polgolla together with 07 years experience at Executive Level in a reputed commercial / industrial institute
or
05. Having passed the Co-operative Development Certificate A/Level of Sri Lanka National Co-operative Board with 08 years experience at Executive Level in a reputed Commercial / Industrial Institute.

Age Limit : Only up to 60 years.

Duties and Authority assigned to the General Manager:

This Society with around 200,000 members employed in the education field in the island consists of 21 branch offices and a stall of 938. The main business activity is providing loan facilities to the members.

Direction and management of business activities of the society according to Co-operative Societies Act, Rules and Regulations, by law of the society & committee orders and public law of the country is the responsibility of the General Manager.

Instructions to Apply:

- ❖ Applications with Bio-Data and copies of certificates in proof of qualifications and experience enclosed in an envelope of which the top left-hand corner is marked as “**Post of General Manager (Contract)**”, should be sent by registered post to reach the following address on or before 23.09.2022.
- ❖ If employees of Co-operative Societies are applying they should submit their applications through the relevant Co-operative Society.
- ❖ Salaries and other benefits will be discussed at the interview.
- ❖ The Board of Directors reserves the right of selecting a qualified person among the applicants.

**General Secretary,
Education Employees Co-operative Thrift and Credit Society,
No. 294, Galle Raod, Colombo 03.
Telephone: 011-2370068, 011-2575605**