

# VACANCY ANNOUNCEMENT



## PUBLIC UTILITIES COMMISSION OF SRI LANKA



The Public Utilities Commission of Sri Lanka (PUCSL) was established by 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, PUCSL became the economic, safety, and technical regulator of the Electricity industry.

PUCSL seeks dynamic and result-oriented professionals to fill the following positions.

### 1) Deputy Director: Personal Assistant to Chairman

Reporting relationship: Chairman

#### Qualifications and Experience:

- Attorney at Law and a minimum of 10 years post-qualifying experience
- Strong public relations and communication skills and prior experience in handling executive secretarial practices will be an added advantage.

Age: Below 40 years

### 2) Assistant Director (04 positions) – Inspectorate/Licensing/System Studies/Electricity Supply

Reporting relationship: Director of the relevant division

#### Qualification & Experience

- Minimum qualification of Sri Lanka Qualification Framework (SLQF) Level 05 (Bachelor's degree) in Electrical Engineering/Economics/Public Policy/Statistics from a recognized university by the UGC of Sri Lanka and a minimum of 03 years of post-qualifying experience in a related field.
- A post-graduate degree is an added advantage.

Age: Below 35 years

### 3) Assistant Director – MIS and Statistics

Reporting relationship: Director – IT & MIS

#### Qualifications and Experience

- Minimum qualification of Sri Lanka Qualification Framework (SLQF) Level 05 (Bachelor's degree) in Computer Science (Database Administration or Data Science preferred) and minimum of 03 years of post-qualifying experience in database, administration, data warehousing, database fine-tuning, MIS, BI and Data Science. (MySQL, MS SQL Server, Greenplum, etc.).
- Professional Certifications with respect to database administration/data analytics, Application development in C, Java, .Net, PHP, and System administration knowledge in MS Windows & Linux is an added advantage.

Age: Below 35 years

### 4) Assistant Director – HR & Admin.

Reporting relationship: Director – HR & Admin.

#### Qualifications and Experience:

- Minimum qualification of Sri Lanka Qualification Framework (SLQF) Level 05 (Bachelor's degree) in Management / Human Resource Management from a recognized university by the UGC of Sri Lanka and minimum of 03 years post-qualifying experience in a similar capacity.
- Post-Graduate degree is an added advantage.

Age: Below 35 years

### 5) Management Executive – HR & Admin.

Reporting relationship: Director – HR & Admin.

#### Qualifications and Experience:

- Minimum qualification of Sri Lanka Qualification Framework (SLQF) Level 04 (Higher Diploma) in Management / Human Resource Management and a minimum of 02 years post-qualifying experience in a similar capacity.

Age: Below 35 years

### 6) Management Executive – Finance

Reporting relationship: Director : Finance

#### Qualifications and Experience:

- Minimum qualification of Sri Lanka Qualification Framework (SLQF) Level 04 (Higher Diploma) in Accounting/Finance and a minimum of 02 years post-qualifying experience in a similar capacity
- Experience in working with computerized accounting packages i.e Operating SAP will be an added advantage

Age: Below 35 years

### 7) Management Executive – Inspectorate

Reporting relationship: Director: Inspectorate

#### Qualifications and Experience:

- Minimum qualification of National Vocational Qualification Framework (NVQF) Level 06 (Advance Diploma) in Engineering Technology and a minimum of 02 years post-qualifying experience in a similar capacity
- Experience in electricity generation, transmission and distribution, electrical installations, and technical investigation will be an added advantage.

Age: Below 35 years

### 8) Management Executive – Licensing

Reporting relationship: Director – Licensing

#### Qualifications and Experience:

- Minimum qualification of Sri Lanka Qualification Framework (SLQF) Level 04 (Higher Diploma) in Electrical Engineering/Statistics and a minimum of 02 years post-qualifying experience in a similar capacity
- Experience in electricity industry-related activities/data analysis will be an added advantage.

Age: Below 35 years

### 9) Management Executive (02 position) – Consumer Affairs Division

Reporting relationship: Director of the Consumer Affairs

#### Qualifications and Experience:

- Minimum qualification of Sri Lanka Qualification Framework (SLQF) Level 04 (Higher Diploma) in Management/Economics/Sociology/Psychology /ICT and minimum of 02 years post-qualifying experience in a similar capacity
- Experience in customer service, and complaint/dispute resolution will be an added advantage.

Age: Below 35 years

### 10) Management Assistant (03 positions) to Director General/ Deputy Director General (Industry Studies)/ Deputy Director General (Operations)

Reporting relationship: Director General/ Deputy Director General (Industry Services)/ Deputy Director General (Operations)

#### Qualifications and Experience:

- Should have obtained minimum credit passes for 03 main subjects (except General Test and Common English Paper) in G.C.E. (A/L) examination in any stream in one sitting
- Should have passed the G.C.E. (O/L) Examination minimum with six (06) subjects including credit passes for English and Mathematics in one sitting
- Should have a minimum of 03 years of work experience in a similar capacity and typing speed shall be a minimum of 50 WPM and Shorthand typing experience.
- Preference will be given to applicants with experience in secretarial practices

Age : Below 30 years

### General Conditions

- The above position carries attractive remuneration and other fringe benefits.
- Short-listed applicants based on the highest qualifications and experience will be called for interviews and the selection will be based on their performance at the interview/ competitive examination.
- Application 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 **22<sup>nd</sup> November 2023**. 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  
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