

# MINISTRY OF PLANTATION INDUSTRIES



## SRI LANKA TEA BOARD VACANCY

Sri Lanka Tea Board, the Apex Body of the Tea industry in Sri Lanka is looking for dynamic and result oriented individual for the following vacancy.

### **The Post of Director – Promotion –HM (1-1)**

#### **Job Description**

Formulation and implementation of promotion and marketing policies & strategies for Ceylon Tea, liaison with international agencies responsible for Tea Promotion, monitor international tea market, gather information on global tea trade and advice to Tea Board management and tea trade members on Tea promotion.

#### **Qualification & Experience**

##### **External Candidates:**

a) A Bachelor's Degree in Marketing / Management / Business Administration / Science / Commerce / Economics which is recognized by the U.G.C. with a Postgraduate Degree (Masters') qualification

AND

At least Fifteen (15) years post qualifying experience at a Managerial Level in the public or reputed private sector Institute in the field of Tea Industry /Trade, Marketing and International Trade.

##### **OR**

b) Full membership of the Institute of Chartered Marketing- CIM- UK

AND

At least Fifteen (15) years post qualifying experience at a Managerial Level in the public or reputed Private sector Institute in the field of Tea Industry /Trade, Marketing and International Trade.

#### **Internal Candidates**

a) Having obtained the qualifications required by the external candidates as above.

##### **OR**

b) A minimum of Five (05) years satisfactory service in the Manager (MM) category Grade I in the subject area relevant to the post at Sri Lanka Tea Board.

**Salary Scale** HM 1-1-02/2016: Rs. 80,295- 15x Rs.2270- Rs.114,345

The applicable initial salary step of Rs. 64,414/= p.m. with cost of living allowance of Rs. 7800/= p.m. as per the Department of Management Services Circular No 02/2016.

**Age** Should not be less than 35 years and not more than 50 years. Upper age limit will not apply to Internal or Public Sector Candidates.

## **Selection**

By Structured Interview

### **GENERAL CONDITIONS**

- Every applicant should be a Sri Lankan citizen.
- Every applicant should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the island.
- Every applicant should have an excellent character.
- The selected candidates will be appointed on probation period which will be determined by the Board.
- Person recruited externally will be placed on the initial salary step of the applicable salary scale.

### **BENEFITS**

- **An Assigned vehicle with the approved fuel allowance or transport allowance will be provided by the Board in terms of the prevailing Public Enterprise Circular.**
- Medical benefits according to the prevailing rules of the Board.
- Provident Fund: the selected candidates will be required to contribute 10% of his/her salary to the Employees' Provident Fund. The Board will contribute 15%.
- The Board will contribute a further 3% of the Employee's salary to the Employees' Trust Fund.

### **APPLICATIONS**

Applications should be made on prescribed forms obtainable from this officer or downloaded from our website [www.pureceylontea.com](http://www.pureceylontea.com) and sent together with a copy of birth certificate, copies of educational and professional qualifications and experience under registered cover indicating the post applied for on the top left hand corner of the envelope to reach the under mentioned address on or before **18<sup>th</sup> September 2018.**

Applicants presently employed in Govt. Departments / State Corporations / Statutory Boards should send their applications through the Heads of the respective Departments / Institutions. Non conformity with this requirement may cause the rejection of such applications.

**DIRECTOR GENERAL  
SRI LANKA TEA BOARD  
574, GALLE ROAD,  
COLOMBO 03**



8. Whether convicted of any criminal offences in a Court of Law? Yes / No.

If yes, give

a) Date :

b) Number of case :

c) Nature of conviction :

9. Job experience (Please list all posts held since leaving school or University with correct designations and the period of employment)

Name of the Organization

Designation

Period

10. Any other particulars which you feel are relevant to the post applied for :

11. Names and Addresses & contact Telephone Nos. of two non related referees:

1.

2.

I do hereby certify that the particulars furnished by me in this application are true and accurate. I am also aware that if any particulars contained herein are found to be false and incorrect, I am liable to disqualification before selection and dismissal without any compensation if the inaccuracy is discovered after the appointment.

Date :

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Signature of Applicant

**Note:** a) Only certified copies of certificates should be attached.

b) If the applicant is an employee in the state service or of a statutory Board or State Corporation, the application should be forwarded through the Head of Department or respective such institute.

574, Galle Road, Colombo 03

Hotline : 2587814