



COCONUT RESEARCH INSTITUTE

VACANCIES

Applications are invited from citizens of the Democratic Socialist Republic of Sri Lanka for the following post of the Coconut Research Institute,

POST OF TECHNICIAN (Audio Visual)

External:

GCE (O/L) with passes in at least six (6) subjects with four (4) credit passes including Mathematics and Language (Sinhala/Tamil), English in one sitting and GCE (A/L) with three passes in one sitting in relevant subject combination and a two-year Diploma in a relevant field not below the N.V.Q. Level 5 from a recognized institution,

AND

One year post qualifying experience in handling audiovisual modern systems and AV productions

- **Age** : Should be not less than 22 years and not more than 45 Years on the closing date of application.
- **Salary category** : MA 2-2
- **Salary Scale** : Rs. 30,310/-10x300/-7x350/-4x600/-20x710/-52,360/-

Entitled to a salary as mentioned in the table below from 01.01.2018 as per Circular No 2/2016

	2018	2019	2020
Salary Rs.	24,030/-	27,170/-	30,310/-
Adjustment Allowance	3,522/-	382/-	-

General:

1. Applicants should be citizens of Sri Lanka
2. Applicants should have good physical & mental fitness
3. Applicant should be willing to serve in any part of Sri Lanka

Other Benefits

1. Following monthly allowance are paid in addition to the basic salary and the adjustment allowance
 - i. Cost of Living allowance - Rs. 7,800/-
 - ii. Tea allowance - Rs 50/-
2. Gratuity will be paid in accordance with the Gratuity Act. No.12 of 1983 and MSD Circular No 2/2016 on 25.04.2016.
3. Contributory Medical Aid Scheme is available for employee in Coconut Research Institute.
4. Provident Fund and Employees Trust Fund. The candidates will be required to contribute 10% and the Board will contribute 15% for PF and 3% for ETF of the Salary
5. Other fringe Benefits applicable to employees of the Coconut Research Board.

Applicants should forward their signed application with copies of birth certificate, other certificates, two testimonials (one form Gramaniladhari) together with names, addresses and telephone numbers of two non-related referees, under registered post to reach the **Chairman, Coconut Research Board, Lunuwila, 61150** on or before 22.03.2018.

The late applications will be rejected.

Applications from officers in Government Departments/ Corporations/ Statutory Boards should be forwarded through their respective Heads. A copy may be sent directly.

Please mark the post applied for on the top left hand corner of the envelope.

Please note that the applications without copies for the relevant certificates will be rejected.

This advertisement is published in the CRI Web site of www.cri.gov.lk

CANVASSING WILL BE A DISQUALIFICATION

**Chairman,
Coconut Research Board,
Lunuwila.**



COCONUT RESEARCH INSTITUTE

VACANCIES

Applications are invited from citizens of the Democratic Socialist Republic of Sri Lanka for the following post of the Coconut Research Institute,

POST OF PERSONAL ASSISTANT TO DIRECTOR

Qualifications and Experience:

External:

a. A degree in Science/Communication from a recognized university with one year post qualifying experience in a Government Department / Corporation / Board or in a reputed Mercantile establishment.

OR

b. G.C.E. (A/L) with three passes and G.C.E. (O/L) with six subjects in one sitting with five credits including Mathematics and English and one (01) year Diploma Course in National Certificate in Secretarial Practice or Diploma certificate course in Secretarial (not less than one year) from a recognized institute and minimum of 10 years experience in secretarial work in a Corporation/Board or in a reputed Mercantile establishment.

AND

c. Minimum Word processing speed in computer for English and Sinhala to be 65 and 50 WPM respectively and skills in computer presentations.

AND

d. Sound communication skills in English/Sinhala language

Note : Working knowledge in Tamil will be an added qualification. A Certificate Course not less than six months in a relevant area would also be an added qualification.

Internal:

Minimum of five (05) years satisfactory service as a Management Assistant Technological or non-Technological Category in Grade I, in a relevant field.

Note : Working knowledge in Tamil will be an added qualification. A Certificate Course not less than six months in a relevant area would also be an added qualification.

- **Age** : Should be not less than 22 years and not more than 45 Years on the closing date of application. The upper age limit will not apply to internal candidates.
- **Salary category** : JM 1-2
- **Salary Scale** : Rs. 43,355/- 10x755 - 18x1,135/- 71,335/-

Entitled to a salary as mentioned in the table below from 01.01.2018 as per Circular No 2/2016

	2018	2019	2020
Salary Rs.	34,369/-	38,862/-	43,355/-
Adjustment Allowance	699	-	-

General:

1. Applicants should be citizens of Sri Lanka
2. Applicants should have good physical & mental fitness
3. Applicant should be willing to serve in any part of Sri Lanka

Other Benefits

1. Following monthly allowance are paid in addition to the basic salary and the adjustment allowance
 - i. Cost of Living allowance - Rs. 7,800/-
 - ii. Tea allowance - Rs 50/-
 - iii. Communication Allowance
2. Gratuity will be paid in accordance with the Gratuity Act, No.12 of 1983 and MSD Circular No. 2/2016 on 25.04.2016.
3. Contributory Medical Aid Scheme is available for employee in Coconut Research Institute.
4. Provident Fund and Employees Trust Fund. The candidates will be required to contribute 10% and the Board will contribute 15% for PF and 3% for ETF of the Salary
5. Other fringe Benefits applicable to employees of the Coconut Research Board.

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Applications are invited from citizens of the Democratic Socialist Republic of Sri Lanka for the following post of the Coconut Research Institute,

POST OF DEPUTY DIRECTOR (Administration)

Qualifications and Experience:

External:

Professional:

Degree in Public Administration / Business Administration / Management or Commerce from a recognized university and a postgraduate degree 90 masters in Public Administration / Business Administration / Management,

AND

Experience:

Minimum of fifteen (15) years experience in administrative and personal affairs at managerial level in a government Department / Corporation / Board / reputed private sector organization.

Internal:

Experience:

Minimum of five (05) years satisfactory service in Grade I of Manager Category as Assistant Director (Administration).

- **Age** : Should be not less than 35 years and not more than 50 Years on the closing date of application. The upper age limit will not apply to internal candidates.
- **Salary category** : HM 1-3
- **Salary Scale** : Rs. 86,865/- 15x2,270/- 120,915/-

Entitled to a salary as mentioned in the table below from 01.01.2018 as per Circular No 2/2016

	2018	2019	2020
Salary Rs.	63,879	72,087	80,295
Adjustment Allowance	-	-	-

General:

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3. Applicant should be willing to serve in any part of Sri Lanka

Other Benefits

1. Following monthly allowance are paid in addition to the basic salary and the adjustment allowance
 - i. Cost of Living allowance - Rs. 7,800/-
 - ii. Professional Allowance
 - iii. Tea allowance - Rs. 50/-
 - iv. Transport Allowance - Rs. 50,000/-
 - v. Fuel Allowance
 - vi. Communication Allowance
2. Gratuity will be paid in accordance with the Gratuity Act. No.12 of 1983 and MSD Circular No. 2/2016 on 25.04.2016.
3. Contributory Medical Aid Scheme is available for employee in Coconut Research Institute.
4. Provident Fund and Employees Trust Fund. The candidates will be required to contribute 10% and the Board will contribute 15% for PF and 3% for ETF of the Salary
5. Other fringe Benefits applicable to employees of the Coconut Research Board.
6. Official quarters with furniture
7. A labourer for gardening

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Applications are invited from citizens of the Democratic Socialist Republic of Sri Lanka for the following post of the Coconut Research Institute,

POST OF MANAGER (Estate)

Qualifications and Experience:

External:

Degree in Agriculture / Plantation Management with at least three (03) years post qualifying experience in managing a coconut estate not less than 50 ha.

Internal:

Minimum of five (05) years satisfactory service as Estate Superintendent in grade I of Junior manager category.

- **Age** : Should be not less than 22 years and not more than 45 Years on the closing date of application. The upper age limit will not apply to internal candidates.
- **Salary category** : MM 1-2
- **Salary Scale** : Rs. 54,550/- 10x1,375/- 15x1,910/- 96,950/-

Entitled to a salary as mentioned in the table below from 01.01.2018 as per Circular No 2/2016

	2018	2019	2020
Salary Rs.	42,972	48,761	54,550
Adjustment Allowance	-	-	-

General:

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