

MINISTRY OF PLANTATION INDUSTRIES

Smallholder Tea & Rubber Revitalization Project (STaRR)

VACANCIES

Applications are invited from suitable Sri Lankan citizens for the following posts in the project offices, Colombo and Galle of the Smallholder Tea and Rubber Revitalization project (STaRR) funded by the Government of Sri Lanka and the International Fund for Agricultural Development (IFAD).

Project Details

Project areas are Ampara, Monaragala, Badulla, Galle, Mataara, Kandy, Nuwaraeliya and Rathnapura. Project duration is 6 years. (2016 - 2021)
Objective of the project is to develop more productive, profitable and resilient economic activities of tea and rubber smallholders in the project area. The components of the project are (A) Tea small holders Development (B) Rubber small holders Development (C) Rural Finance, (D) Project Management component.

PROJECT ACCOUNTANT - 01 POST (Colombo) (PS 4)

Job Description

- Preparation of Annual Budgets, Procurement Plans and Consolidated Budgets in order to ensure the availability of funds for the smooth operation of Project
- Prepare Accounting statements in accordance with the accepted Accounting Policies and submit these Financial Statements relating to the Project for Auditing by the Auditor General, in accordance with International Standards on Auditing and the Funds Guidelines on project Audits, as may be amended from time to time
- Ensure that all procurements are carried out in a transparently and timely manner in accordance with the procurement guidelines of the IFAD and the GOSL.

Experience and Qualifications Required

- 1) A successfully completed Bachelor's Degree in the field of Economics, Commerce, Business Administration, Management, Accounting or any other relevant field which is recognized by the University Grants Commission.

Or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field.

Or

A professional qualification successfully completed from recognized professional Institute in the relevant field.

And

At least 07 years post qualifying experience in the relevant field.

- 2) An officer of the Government All Island Accountants' Service Class III/II or above or similar status in the relevant field

with

At least 07 years experience in Class II/III post.

Salary

Rs: 115,000/- per month in terms of Management Services Circular No. 01/2016 of 24th March 2016.

MONITORING / EVALUATION COORDINATOR - 01 POST (Colombo) (PS 4)

Job Description:

- ◆ Setting up a monitoring and evaluation system
- ◆ Preparation of monitoring and evaluation formats
- ◆ Review and report on project performance
- ◆ Aware programme management on implementation issues

Experience and Qualifications Required:

- 3) A successfully completed Bachelor's Degree in the field of Economics, Commerce, Business Administration, Management, Accounting, Agriculture or any other relevant field which is recognized by the University Grants Commission.

Or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field.

Or

A professional qualification successfully completed from recognized professional Institute in the relevant field.

And

At least 07 years post qualifying experience in the relevant field.

- 4) An officer of the Government All Island Services Class III/II or above or similar status in the relevant field

With

At least 07 years experience in Class II/III Post

Salary:

- ◆ Rs: 115,000/- per month in terms of Management Services Circular No. 01/2016 of 24th March 2016.

BUSINESS DEVELOPMENT OFFICER - 01 POST (PS5) Galle District

Job Description:

- ◆ Frequent coordination with the private and public stakeholders of the STaRR project;
- ◆ Initiating / Planning / Organizing / Directing and monitoring the business development plans/models for the selected beneficiaries in Tea and Rubber Smallholder Societies;
- ◆ Provide technical and financial guidelines to the beneficiaries through the respective Organizations.
- ◆ Ensure income generation activities among the beneficiaries by introducing appropriate business models.
- ◆ Perform and guide as a change agent to develop the business activities, value chains and supply chains among the small holders in the tea and rubber sectors to improve their livelihood development.

Experience and Qualifications Required:

- 1) A successfully completed Bachelor's Degree in the field of Economics, Commerce, Business Administration, Management, Accounting or any other relevant field, which is recognized by the University Grants Commission.

Or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field

Or

A professional qualification successfully completed from recognized professional Institute in the relevant field.

Or

Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7, issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

And

- 2) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6, issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

And

At least 09 years experience in the required area of specialization

- 3) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

And

At least 14 years experience in the required area of specialization

Salary:

Rs: 85,000/- per month in terms of Management Services Circular No. 01/2016 of 24th March 2016.

COMMUNITY DEVELOPMENT OFFICER - 01 POST (PS5) Galle District

Job Description:

- ◆ Setting up of farmer groups providing training and capacity building of rural communities.

Experience and Qualifications Required:

- 1) A Bachelor's Degree in the field of HR, Economics, Commerce, Business Administration, Management, Accounting, Agriculture, Social Science or any other relevant field which is recognized by the University Grants Commission. OR Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7, issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

And

At least 04 years experience in the required area of specialization

- 2) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6, issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

And

At least 09 years experience in the required area of specialization

- 3) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

And

At least 14 years experience in the required area of specialization.

Salary:

- ◆ Rs: 85,000/- per month in terms of Management Services Circular No. 01/2016 of 24th March 2016.

ICT OFFICER - 01 POST (PS5) Colombo

Job Description:

- ◆ Develop an MIS and GMIS for the STARR Project to track the progress of the project components;
- ◆ Develop a project database (for tea, rubber and rural finance), its website, email system etc. to facilitate e-governance of the project;
- ◆ Project Equipment - Configuration and routine Maintenance of project network and computer systems;
- ◆ Assist to procure and Maintenance of Computer Software within the PMU and the DPMCs;
- ◆ Maintain a user friendly environment for users of project Data and Information and other stakeholders;
- ◆ Training of project staff on MIS/GMIS, and data collection;
- ◆ Documenting of project progress reports, seasonal reports, annual reports etc.

Experience and Qualifications Required:

- 1) A successfully completed Bachelor's Degree in Computer Science/ Information and Communication Technology/ Computer Engineering or any other relevant field, which is recognized by the University Grants Commission

Or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field

Or

A professional qualification successfully completed from recognized professional Institute in the relevant field

Or

Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7, issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

And

At least 04 years experience in the required area of specialization

- 2) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6, issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

And

At least 09 years experience in the required area of specialization.

- 3) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

And

At least 14 years experience in the required area of specialization.

Salary:

- ◆ Rs. 85,000/= per month in terms of Management Services Circular No. 01/2016 of 24th March 2016.

Other Benefits:

- ◆ The contribution towards the Employees' Provident Fund (EPF) and Employees' Trust Fund (ETF) by the Project is 12% and 3% respectively and the employee has to contribute 8% from his salary for EPF.

Terms of Employment:

- ◆ All appointments will be on contract basis renewable annually subject to satisfactory performance appraisals. Extensions will be considered based on performance.

Age below 65 years

Applications stating full particulars of qualification, experience and other relevant information and names, addresses and contact numbers of two non-related referees should be sent under registered cover indicating the post on the top left-hand corner of the envelope to the Secretary, Ministry of Plantation Industries, 11th Floor, 2nd Stage, Sethsiripaya, Battaramulla on or before **24th June 2018**. Originals of certificates should be produced at the interviews.

Applicants employed in Government Departments, State Corporations, Boards, Authorities and Projects should send their applications through the Head of the respective institution with the recommendation regarding the release of the applicant in terms of the relevant Section of the Management Services Circular No. 01/2016 of 24 March 2016.

Applications received are shortlisted and only successful applications will be called for a structured interview.

Further information on Smallholder Tea and Rubber Revitalization and the above positions can be obtained by visiting www.plantationsindustries.gov.lk the website of the Ministry of Plantation Industries.

SECRETARY

MINISTRY OF PLANTATION INDUSTRIES