

(only for Road Development Authority officers)

Closing Date: -04.10.2023



**Ministry of Transport & Highways**

Applications are invited among the permanent officers of Road Development Authority for below positions of “**Inclusive Connectivity and Development Project (ICDP)**” implemented under the Ministry of Transport & Highways. The Project Management Unit (PMU) is basically established at Colombo, for the purpose of implementation of road construction and development activities.

These appointments will be subjected to the provisions of Management Service Circular No.01/2019 issued by the Ministry of Finance on 05.03.2019

- **Name of the Project-Inclusive Connectivity and Development Project**  
(US \$ 100 - 250 million category)

No.	Designation Name	Salary Category according to the MSD Circular No.01/2019	Number of Vacancies
01	Accountant Assistant	MN 2- 2016 (Supporting Staff)	01

**According to the above mentioned MSD Circular 1/2019, Accounts Assistant (Supporting Staff) (US \$ 100 - 250 million category) basic qualifications are given below**

**1. Accountant Assistant (Supportive Staff)**

1. Having passed the G.C.E. (O/L) examination in six (6) subjects with four (4) credit passes including Sinhala /English / Tamil language and Mathematics and 02othr subjects in one sitting.

With

Having passed the G.C.E. (A/L) examination in all subjects in commerce stream in one sitting.

With

Minimum 02 years of Experience in Accounting or Financial field.

## **General Conditions :**

- Recruitment, salary, benefits and other service conditions will be as per the provisions stipulated in Management Services Circular No. 1/2019 issued by the Ministry of Finance on 05.03.2019.
- Selections will be based on a structured interview and other circular conditions.
- All application must be filled according to the format given in this circular and send all the copies of relevant documents.
- Candidates should be agreed to work around any place in the area and/or country if selected.
- The Project office is situated at 03<sup>rd</sup> floor , Sethsiripaya, 1<sup>st</sup> Stage, Battaramulla.

### **01. Age Limit:**

Below 60 years.

### **02 Salary:**

Salary and allowances will be paid based on the Management Service Circular no. 01/2019 issued by the Ministry of Finance.

### **03. Terms of Employment:**

- The appointment will be on a contract basis, initially for a period of one year. An extension could be considered based on the Service requirement and performance.
- If the applicant already holds a permanent post in the Road Development Authority, the appointment will be based on the releasement basis mentioned on para 2.3.3 in 1/2019 MSD Circular, that recommended by the appointing authority of the substantive post and the considering correct releasement basis.
- Candidates who have not completed the application properly and have not submitted the correct data along with the application, and those who have not fulfilled the qualifications and other requirements specified in the Management Services Circular No. 1/2019 will not be considered for appointments.
- The decision on grant appointments and service extensions is at the discretion of the Secretary of the Ministry according to in terms of the circulars and other provisions.

#### **04. Recommendation of the Institution Head**

Applicant who already holds a permanent post in the Road Development Authority should be sent their applications through the Head of the Road Development Authority and with the consent of releasement from the substantive post and recommendation of the releasement basis according to the para 2.3.3 in 1/2019 MSD Circular. (Otherwise application will be rejected.)

#### **05. Submission of the Application**

Duly filled applications along with the particulars of academic qualifications work experiences and other relevant information according to the format given below should be sent through head of Road Development Authority with the recommendation under registered post, indicating the name of the post & project as appeared in the advertisement written on the top left hand corner of the envelope, to **Secretary, Ministry of Transport & Highways, “MaganegumaMahamedura”, No.216, Denzil KobbekaduwaMawatha, Koswatta, Battaramulla on or before 04.10.2023 .**

#### **06. For Special Attention**

- **Applications that are not properly filled in accordance with the given format will be rejected.**
- **Only the qualifications that submitted certificate copies with the application will be considered for selection.**

Application format - Annex 1

Secretary  
Ministry of Transport & Highways`