



# Industrial Development Board of Ceylon

(Ministry of Industries)



## Vacancy

Industrial Development Board is a premier state sector organization set up by the Act No. 36 of 1969, entrusted with the responsibility of encouraging, promoting and developing the industries in Sri Lanka.

Applications are hereby invited from qualified and eligible candidates to recruit for undermentioned post vacant at Industrial Development Board.

### Post of Director General - (HM 2-1)

#### Job Description :

1. Overall Administration, Financial and Operational Control of the Board.
2. Formulate plans including identified new trends, sources related to industries and direct activities to empower industrial communities.
3. Formulate plans and direct activities to increase revenue of the Board
4. Advise Board on Policy matters.
5. Provide Corporate leadership to change corporate culture and divisional coordination.
6. Attend coordinating activities between relevant agencies.
7. Represent the Board on meetings of other Institutions as directed by Chairman and the Board.
8. Attend work related to International Agencies.
9. Coordinate with the relevant Ministries to ensure smooth functioning of the Board.
10. Preparation of various official reports and publications to promote Industries in Sri Lanka.
11. Monitor research and development work identified and conducted by all divisions.
12. Any other duties as assigned by Chairman and Board of Directors.

#### Educational / Professional Qualification ( 1 or 2 or 3 below)

1. A Bachelor's degree in any discipline which is recognized by the U.G.C.  
**And**  
A Postgraduate Degree (Master's) in Science/ Agriculture/Business Administration/ Management / Public Administration/ Economics/ Commerce/ LLB or Associate Membership of ICASL/CIMA/ACCA.  
**And**  
Minimum of twenty (20) years of experience at a "Managerial Level" out of which 05 years of experience should be at Senior Managerial Level with a proven track record in a Corporation, Statutory Board/Institution or a reputed private institution.  
**OR**
2. Full Membership of a recognized professional Chartered Institution in 'Engineering (IESL/ICE/IEE/IME). Accountancy (ICASL/CIMA/ACCA) or Management.  
**And**  
Minimum of fifteen (15) years of experience at a "Managerial Level" in a Corporation, Statutory Board/Institution or a reputed private institution.  
**OR**
3. A Bachelor's degree in any discipline which is recognized by the U.G.C.  
**And**  
PhD Degree in any relevant field.  
**And**  
At least 05 years of experience at Senior Managerial Level with a proven track record and management experience in a Corporation, Board or a reputed Mercantile Establishment after obtaining PhD.

**Salary Scale - HM 2-1 - Rs. 91,645 - 12 x 2700 - 124,045/-**

#### 01. Facilities and Benefits

- Encashment of Unutilized Medical Leave
- Reimbursement of Medical expenses covering the employee and family.
- Transport facility or allowance for HM category will be provided as per Public Enterprises Circular No. PED 01/2015 and 01/2015 (ii)
- Professional Allowance as per Department of Management Services Circular No.05/2017.
- Communication facilities as per Public Enterprises Circular No. 02/2022.
- Annual Bonus
- Distress loan at concessionary Interest rate.
- Agrahara Insurance Scheme

#### 02. General Conditions

1. This is a permanent post in the cadre.
2. Candidate who is selected to the post will be entitled to EPF contribution which will be 10% by the employee and 12% by the Board . In addition, ETF contribution by the Board will be 3 %.
3. Applications must be submitted with the copies of Birth, Educational, Professional, Experience and other relevant certificates. Application with your bio data and details of two non related referees should be sent by registered post to the address given below to receive on or before **24.10.2023**. The post applying for should be mentioned **on the top left-hand corner** of the envelope.
4. Applications from candidates in the Government Departments /Corporations and Statutory Boards should be forwarded through their respective Heads of Institutions.
5. Age limit should not be less than 35 years and not more than 55 years.
6. Applications not complying with all the requirements mentioned above will be rejected.
7. Any form of canvassing will be considered as a disqualification.

**CHAIRMAN  
INDUSTRIAL DEVELOPMENT BOARD OF CEYLON  
615, GALLE ROAD, KATUBEDDA, MORATUWA.**