



NATIONAL ECONOMIC COUNCIL OF SRI LANKA

Immediate Vacancies

The National Economic Council of Sri Lanka (NEC, www.necsl.gov.lk), is the apex institution of the Government of Sri Lanka (GOSL) responsible for economic policy formulation, coordination, review, and monitoring of implementation in accordance with economic and social development plans and priorities of the Government. Chaired by His Excellency the President and headed by a Secretary-General and Chief Economist, the NEC is a high-level, professionally-managed, national institution reporting to the Cabinet of Ministers on economic matters and operates in coordination with ministries and leading economic institutions of the GOSL. The NEC consists of divisions in charge of Economic Affairs, Fiscal Affairs and Financial Affairs covering all sectors of the economy. Established in August 2017, the NEC headquarters will be soon located at the World Trade Center in Colombo.

We are calling for highly-qualified, experienced and motivated professionals to join this unique, top-level national institution to be a part of the core team to advance the economic and social development and prosperity of the nation.

DEPUTY SECRETARY-GENERAL POSITIONS (DSGs)			
Position	Deputy Secretary-General (Economic Affairs)	Deputy Secretary-General (Fiscal Affairs)	Deputy Secretary-General (Financial Affairs)
Scope and Responsibility	Reporting to Secretary-General, leading and managing the formulation, review and monitoring of economic and social policies including national economic plans, foreign direct investment, international trade, tourism, industrial and agricultural development, social programs and sustainable development.	Reporting to Secretary-General, leading and managing the formulation, review and monitoring of fiscal policy including government revenue, taxation, expenditure, national budget, external resources, borrowing and public debt.	Reporting to Secretary-General, leading and managing the formulation, review and monitoring of financial sector policies in the areas of banking and financial institutions, pension funds and capital markets including money, bond, stock and commodities markets.
Educational Qualifications	A bachelor's degree plus a minimum master's degree specializing in Economics or Finance from a recognized university are essential. A PhD specializing in economics or finance is highly desirable. Additional relevant professional qualifications are an added advantage.		
Experience	A minimum of 10 years of relevant experience in progressively responsible positions in the public sector, multilateral or private sector institutions.		

ASSISTANT SECRETARY-GENERAL POSITIONS (ASGs)		
	Assistant Secretary-General (Administration)	Assistant Secretary-General (NEC Secretariat)
Scope and Responsibility	Reporting to Secretary-General, leading and managing the functions of human resources, finance, information technology, logistics, media and external relations, and the National Think Tank.	Reporting to Secretary-General, leading and managing the NEC Secretariat including coordination of correspondence across divisions of the NEC, the Cabinet, line ministries, institutions and other external organizations, planning and maintaining meeting agendas and calendars, and day-to-day operations.
Qualifications	A bachelor's degree plus a master's degree in Business Administration, Management, Public Administration or a related field from a recognized university are essential. Additional relevant professional qualifications are desirable.	
Experience	A minimum of 10 years of relevant experience in progressively responsible positions in the public sector, multilateral or private sector institutions.	

DIRECTOR POSITIONS			
Position	Director (Industrial Development)	Director (Agricultural Development)	Director (Infrastructure Development)
Scope and Responsibility	Reporting to DSG (Economic Affairs), formulation, review and monitoring of national industrial policies and strategies for nation's industrial development.	Reporting to DSG (Economic Affairs), formulation, review and monitoring of national agriculture policies and strategies for nation's agricultural development.	Reporting to DSG (Economic Affairs), formulation, review and monitoring of national infrastructure development policies and strategies for nation's infrastructure development.
Qualifications	A bachelor's degree plus a master's degree in Industrial Engineering, Industrial Management, Economics or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree plus a master's degree in Agriculture, Agricultural Economics or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree plus a master's degree in Engineering, Economics, Finance or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.
Experience	A minimum of 10 years of relevant experience in progressively responsible positions in the public sector, multilateral or private sector institutions.		

Position	Director (Foreign Direct Investments)	Director (International Trade)	Director (Social Programs)
Scope and Responsibility	Reporting to DSG (Economic Affairs), formulation, review and monitoring of foreign direct investment (FDI) policies and strategies including incentive framework for attracting FDI.	Reporting to DSG (Economic Affairs), formulation, review and monitoring of international trade policies and strategies including imports, exports, free trade agreements and tax policies on international trade.	Reporting to DSG (Economic Affairs), formulation, review and monitoring of national policies on social programs such as education, health, pensions, social protection and poverty alleviation.
Qualifications	A bachelor's degree plus a master's degree in International Economics, International Finance or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree plus a master's degree in International Economics or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree plus a master's degree in Economics, Public Finance, Social Development or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.
Experience	A minimum of 10 years of relevant experience in progressively responsible positions in the public sector, multilateral or private sector institutions.		

Position	Director (Public Revenue)	Director (Public Expenditure)	Director (Public Enterprises)
Scope and Responsibility	Reporting to DSG (Fiscal Affairs), formulation, review and monitoring of government revenue and tax policies.	Reporting to DSG (Fiscal Affairs), the formulation, review and monitoring of government expenditure policies.	Reporting to DSG (Fiscal Affairs), formulation, review and monitoring of policies on public enterprises including performance, reforms and restructuring.
Qualifications	A bachelor's degree plus a master's degree in Public Finance, Economics or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree plus a master's degree in Public Finance, Economics or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree plus a master's degree in Public Finance, Finance, Economics or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.
Experience	A minimum of 10 years of relevant experience in progressively responsible positions in the public sector, multilateral or private sector institutions.		
Position	Director (Public Debt)	Director (Financial Institutions)	Director (Capital Markets)
Scope and Responsibility	Reporting to DSG (Fiscal Affairs), formulation, review and monitoring of public debt policies including external resources, borrowings, and public debt issuance and management.	Reporting to DSG (Financial Affairs), formulation, review and monitoring of policies and strategies relating to banking and financial institutions and pension funds, and finance sector development.	Reporting to DSG (Financial Affairs), formulation, review and monitoring of capital market policies and strategies in the areas of money, bond, stock and commodities markets, and capital market development.
Qualifications	A bachelor's degree plus a master's degree in Public Finance, Economics, Finance or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree plus a master's degree in Banking, Finance, Economics or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree plus a master's degree in Finance, Economics or a related field from a recognized university are essential. A PhD in a related field is an added advantage. Additional relevant professional qualifications are desirable.
Experience	A minimum of 10 years of relevant experience in progressively responsible positions in the public sector, multilateral or private sector institutions.		

CFO & MANAGER POSITIONS			
Position	Chief Financial Officer	Manager (Human Resources)	Manager (Information Technology)
Scope and Responsibility	Reporting to the ASG (Administration), responsible for all finance and accounting functions including financial planning, budgeting, cash flow management, accounting and reporting.	Reporting to the ASG (Administration), responsible for all HR functions including planning, recruitment, compensation, benefits, safety, training, performance and management of human resources.	Reporting to the ASG (Administration), responsible for all IT functions including planning, organizing and managing IT and computer systems requirements, cybersecurity, email and website.
Qualifications	A bachelor's degree in Accounting from a recognized university and a Fellow or Associate member of CA Sri Lanka are essential. A master's degree in a related field will be an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree in Human Resource Management or a related discipline from a recognized university is essential. A master's degree in a related field will be an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree in Information Technology or a related discipline from a recognized university is essential. A master's degree in a related field will be an added advantage. Additional relevant professional qualifications are desirable.
Experience	A minimum of 5 years of relevant experience in progressively responsible positions in the public sector, multilateral or private sector institutions with 3 years in similar capacity.		
Position	Manager (Logistics)	Manager (Media & External Relations)	Manager (NEC Secretariat)
Scope and Responsibility	Reporting to the ASG (Administration), responsible for all logistics including planning, organizing and managing meetings, seminars, events, transport and catering, and maintenance and supervision of buildings and facilities.	Reporting to the ASG (Administration), responsible for all media and communication activities such as press releases, articles, interviews and external relations with all stakeholders including media and the general public.	Reporting to ASG (NEC Secretariat), managing the affairs of the NEC Secretariat including coordination of correspondence across divisions of the NEC, the Cabinet, line ministries, institutions and other external organizations, planning and maintaining meeting agendas and calendars, and day-to-day operations.
Qualifications	A bachelor's degree in Logistics or Operations Management or a related discipline from a recognized university is essential. A master's degree in a related field will be an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree in Media Studies, Mass Communications, Journalism or a related discipline from a recognized university is essential. A master's degree in a related field will be an added advantage. Additional relevant professional qualifications are desirable.	A bachelor's degree in Management, Public Administration, Economics or a related field from a recognized university is essential. A master's degree in a related field will be an added advantage. Additional relevant professional qualifications are desirable.
Experience	A minimum of 5 years of relevant experience in progressively responsible positions in the public sector, multilateral or private sector institutions with 3 years in similar capacity.		

GENERAL CONDITIONS AND REQUIREMENTS

- Must be a Sri Lankan citizen.
- All positions are full-time.
- Professional competency in English language and Sinhala/Tamil.
- Energetic and dynamic individuals with excellent interpersonal, teamwork, networking, communication and leadership skills.
- International experience and exposure are highly valued.
- Excellent computer proficiency including the use Microsoft Word, Excel, PowerPoint and other common software packages.
- Contract period is three (3) years and renewable.
- Applicants from the public sector are encouraged to apply.
- EPF and ETF contributions and transport, telephone and other Government approved allowances are applicable.
- Remuneration will be highly competitive in accordance with industry standards, and commensurate with qualifications and experience.
- Recruitment will begin immediately.

APPLICATION PROCEDURE

Detailed job descriptions of above positions could be downloaded from the NEC website www.necsl.gov.lk

Applicants are required to submit a Cover Letter and a Curriculum Vitae (CV) giving details of academic and professional qualifications, training, work experience, research and publications, computer and language proficiencies, skills and names and contact information of two professional referees to **Secretary-General & Chief Economist, National Economic Council, Presidential Secretariat, Galle Face, Colombo 01, Sri Lanka**, indicating the post applied for on the top left hand corner of the envelope on or before **Saturday, 04th August 2018**.

Applications which do not conform to the requirements, incomplete applications and applications received after the closing date will be rejected without intimation. Any complaints regarding applications being lost or delayed in the post will not be considered. Only shortlisted candidates will be called for interview. The final decision in respect of all recruitments will be vested with the National Economic Council.

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