



Vacancies

National Insurance Trust Fund (NITF) which comes under the purview of Ministry of Finance is a fully government owned entity responsible for implementation of Schemes such as Agrahara Medical Insurance, Motor Insurance, Non Motor Insurance and the sole reinsurer accepting Compulsory Reinsurance Cession from the insurance industry. NITF has established an enviable record in innovation, growth and profitability achieved during its existence of over years.

NITF seeks to recruit dynamic and self motivated individuals to be appointed for the following positions.

1. ASSISTANT MANAGER - Legal and Board Secretary

External Candidates

A degree in Law from a university recognized by the University Grants Commission of Sri Lanka

AND

A minimum of one year post qualifying experience in the field of the relevant post after obtaining the first degree.

Internal Candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above

OR

1. Completion of minimum five (05) years satisfactory service in a post in the Junior Manager (JM) Category, in the subject area relevant to the post.

Salary Scale : MM 1-2 - 2016 : Rs. [54,550- 10 x 1,375 - 15 x 1,910 - 96,950]

Age : Should not be less than 22 years and not more than 45 years.
The upper age limit will not apply to the candidates who are already in public sector.

Nature of Appointment

Permanent with entitlement to Employees' Provident Fund and Employees' Trust Fund

2. PROCUREMENT OFFICER

External Candidates:

A degree in Business Administration, Commerce, Finance, Marketing, Accountancy, Transport & Logistics Management, Supply Chain Management or Management which is recognized by the University Grants Commission of Sri Lanka.

Internal Candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.

OR

2. Completion of minimum five (05) years satisfactory service in a post of the 'Management Assistant-Non Technological' (MA1) Grade II, in the subject area relevant to the post.

Salary Scale : JM 1-1 - 2016: Rs. [42,600- 10 x 755 - 18 x 1,135 - 70,580]

Age : Should not be less than 22 years and not more than 45 years.
The upper age limit will not apply to the internal candidates.

Nature of Appointment

Permanent with entitlement to Employees' Provident Fund and Employees' Trust Fund

3. COMPLIANCE OFFICER

External Candidates:

A Degree in Business Management, Public Administration, Business Administration, Human Resource Management, Management Studies or Laws which is recognized by the University Grants Commission of Sri Lanka.

Internal Candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.

OR

2. Completion of minimum five (05) years satisfactory service in a post of the 'Management Assistant-Non Technological' (MA 1) Grade II, in the subject area relevant to the post.

Salary Scale : JM 1-1 - 2016: Rs. [42,600- 10 x 755 - 18 x 1,135 - 70,580]

Age : Should not be less than 22 years and not more than 45 years.
The upper age limit will not apply to the internal candidates.

Nature of Appointment

Permanent with entitlement to Employees' Provident Fund and Employees' Trust Fund

Other Benefits

- Comprehensive Medical Insurance cover.
- Annual subscription fees for professional membership renewal.

Other Conditions

All applicants

- Should be Sri Lankan Citizens.
- Should have mental and physical fitness to attend properly to the duties assigned to the post.
- Should be of excellent moral character.

Applicants,

- Application should be forwarded including Bio - Data, names and addresses of two non related referees, details of Educational Qualifications, Professional Qualifications and with copies of certificates in proof of the qualifications. Further, those who are already in employment in Government / Corporations/ Statutory Boards should forward their applications through the Heads of Institutions.
- Relevant post **should be marked** on left-hand top corner of the envelope containing applications.
- All applications should be addressed to Chief Executive Officer, National Insurance Trust Fund, No. 95, Sir Chittampalam A. Gardiner Mawatha, Colombo 02 by registered post to reach on or before **2022/03/21**. Late applications will be rejected.
- **The final decision on the appointment will be taken by the Board of Directors of the National Insurance Trust Fund.**

