



RECRUITMENT OF A MONITORING & EVALUATION OFFICER, PROGRAMME ACCOUNTANT AND PROGRAMME OFFICER

-Secondary Education Sector Improvement Programme (SESIP)-

Applications are invited from qualified and experienced citizens of Sri Lanka for the following posts in the Sector Monitoring and Technical Support Unit of the SESIP, under the purview of the Ministry of Education.

The Secondary Education Sector Improvement Programme supports the government's efforts to reform the entire secondary education sector in Sri Lanka. It includes deep systemic reforms in curriculum, teaching and assessment systems in science, technology, mathematics and commerce streams which have high economic relevance. The Programme builds on lessons of COVID-19 and supports digital and technology-based learning, which will improve the resilience of the education system to address the impacts of COVID-19 and similar future shocks.

The Monitoring & Evaluation Officer has to do all the planning for monitoring of activities conducted by stakeholder institutions as per the Programme Loan Agreement and Programme Implementation Document (PID) and prepare reports to submit to the ADB, Ministry of Education, Treasury/External Resources Department and any other institution as required. The M&E Officer should coordinate relevant Units of MOE and other respective State Ministries, National Institute of Education (NIE), Department of Examinations (DOE), Educational Publications Department (EPD) and other various educational institutes, the 09 Provincial Education Authorities (PEAs), ADB Technical Assistance (TA) team, and Programme Independent Verification Agency (IVA) in order to ensure the timely achieving of the annual Disbursement Linked Indicators (DLI) targets, Programme Action Plan (PAP) targets including loan covenants and report to the National Programme Manager (SESIP). In addition, a programme monitoring system needs to be designed, maintained and updated in line with review and achieving of the DLI targets and other relevant programme actions for reporting.

The Programme Accountant has to prepare financial reports, annual accounts, withdrawal applications, in coordination with Accounts Departments/Units of MOE, respective State Ministries, NIE, DOE and other various Educational Departments and Institutes, the 09 Provincial Education Authorities (PEAs) in order to achieving all the financial management, audit, and procurement targets and activities stipulated in the PID and the programme Loan Agreement and report to the National Programme Manager (SESIP).

The Programme Officer has to mainly handle English language documentation and correspondence of the programme in terms of letters to external institutions, reports and preparation of presentations for progress review and stakeholder meetings. In addition, the Programme Officer has to attend to any other work assigned by the National Programme Manager (SESIP).

Position	No. of positions	Level as per MSD approval	Qualifications and experience	Age
Monitoring & Evaluation Officer	01	PS4 (Category A)	1. A successfully completed Bachelor's Degree in the 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 An Associate membership / A similar professional qualification obtained from a recognized professional institution in the relevant field with At least 09 years post-qualifying experience in the relevant field.	Should be between 5-55 years
Programme Accountant	01	PS4 (Category A)	2. An officer of the Government All Island Services Class III/II or above or similar status in the relevant field with At least 09 years of experience in Class III/II post	
Programme Officer	01	PS6	Having passed the G.C.E.(O/L) examination in six (6) subjects with three (3) credit passes including English and Sinhala / Tamil language preferably a Distinction for English with A secretarial course from a recognized institution or pursuing examinations leading to chartered Secretary. with Minimum 06 years of Experience in relevant Field.	Below 55 years

The qualifications and remunerations will be based on the Management Services Circular No. 01/2019 dated March 5, 2019. (www.treasury.gov.lk/web/management-services-department-circular/section/2019) Officers belonging to Government public Services will be recruited on Secondment (release on full-time) basis and outside the Government Services will be recruited on contract basis. The appointment will be initially for one-year period and extension of service will be based on successful performance.

Shortlisted applicants based on qualifications and experience will be called for an interview.

Applicants are requested to forward self-prepared applications together with the curriculum-vitae along with two non-related referees and copies of the certificates of educational and professional qualifications under registered post to reach the following address. Also, the scanned copies of the same can be submitted via email: adsec-admin@moe.gov.lk or handed over for the same address and obtain an acknowledgement. Deadline for submission of applications will be March 25, 2022.

The name of the programme (i.e. SESIP) and the post applied for, should be written on the top left hand corner of the envelop enclosing the application. Officers in public or provincial public services who wish to apply for the post should channel their applications through respective institutional heads with their recommendations on whether the applicant could/could not be released on full-time basis.

Prof. K. Kapila C.K. Perera

Secretary

Ministry of Education, 'Isurupaya', Pelawatta, Battaramulla