



NOTICE



Applications are hereby invited from Sri Lankan applicants for the following posts, lying vacant in the Sri Lanka Ayurvedic Drugs Corporation (SLADC)

1. OFFICER IN CHARGE (STORES / SALES CENTRE)

MANAGEMENT ASSISTANT (NON TECHNICAL) SERVICE CATEGORY (MA 1-1) - 01 POST

(Will be deployed at Sales Centres and Stores of the Sri Lanka Ayurvedic Drugs Corporation established islandwide.)

MA 1-1-27910 - 10X300 - 7X350 - 4X495 - 20X660 - 48,540/=

(Also entitled to the Government approved allowances and other allowances granted by the Corporation)

Initial Salary as at 01.01.2021 - Rs. 27,910/-

Qualifications:

External Applicants (Mandatory general qualifications)

- (a) Should have passed the G.C.E. (Ordinary Level) examination in six subjects, in one and same sitting, with four credit passes including
- Sinhala / Tamil
 - Mathematics
 - English Language (only if it is necessary according to the current task)

- (b) Should have passed the G.C.E. (Advanced Level) examination, with minimum three (03) subjects (excluding the common general test).

And

(Having followed a course in Computer Word Processing, Type Setting recognized by the Tertiary and Vocational Education Commission (TVEC) or other similar level competencies / qualifications, may be included on the relevant occasions, as the required qualifications).

(c) Special other Qualifications relevant to the Post

Officer In Charge (Sales Centre) - Should have followed a course in Marketing and should have one year's experience in marketing at a reputed institution.

Officer In Charge (Stores) - Should have followed a course in storekeeping in a government or reputed private institution and one year's experience in the relevant field in a reputed institution.

Internal applicants:

- (a) Primary grade - Employees in non skilled, semi skilled and skilled, service category, having the qualifications mentioned in 'b', 'c' and 'd', below are eligible to apply for the above posts.
- (b) Should have passed the G.C.E. (Ordinary Level) examination in six subjects with four credit passes including
- Sinhala / Tamil
 - Mathematics
 - English language (only if required for current task)
- (c) Should be in the permanent cadre and have been confirmed in the post.
- (d) Should have completed a continuous satisfactory service period of at least 05 years in a permanent appointment previously, immediately prior to the stipulated date.

Note: A period of service carried out prior to being appointed permanently to a post or a period of training served as a condition to be appointed permanently to a post will not be considered as the five years of period for qualification, mentioned in para "d", above periods of a temporary / casual services worked prior to be appointed permanently to a post will not be considered as the qualifying period of 05 years given in para 'd' above.

Age:- Should be not less than 18 years and not more than 45 years of age. This upper age limit will not be applicable to the internal applicants.

2. OFFICER-IN-CHARGE (HERBAL GARDENS) - MANAGEMENT ASSISTANT (NON TECHNICAL) SERVICE CATEGORY (MA - 1-1) 01 POST

MA 1-1 - 27,910 - 10X300 - 7X350 - 4X495 - 20X660 - 48,540/= (Also entitled to the Government approved allowances and other allowances granted by the Corporation)

Initial Salary as at 01.01.2021 - Rs. 27,910/-

Qualifications:

External Applicants (Mandatory general qualifications)

- (a) Should have passed the G.C.E. (Ordinary Level) examination in six subjects, in one and same sitting, with four credit passes including
- Sinhala / Tamil
 - Mathematics
 - English Language (only if it is necessary according to the current task)
- (b) Should have passed the G.C.E. (Advanced Level) examination, with minimum three (03) subjects (excluding the common general test).

And

(Having followed a course in Computer Word Processing, Type Setting recognized by the Tertiary and Vocational Education Commission (TVEC) or other similar level competencies / qualifications, may be included on the relevant occasions, as the required qualifications).

Special other qualifications relevant to the post:-

Should have followed a course in agriculture (This requirement is not applicable to those who have passed the Advanced Level in agriculture stream)

Age: Should be not less than 18 years and not more than 45 years.

3. MOBILE MARKETING ASSISTANT - MANAGEMENT ASSISTANT (NON TECHNICAL) SERVICE CATEGORY (MA 1-1) - 01 POST

MA 1-1-27910 - 10X300 - 7X350 - 4X495 - 20X660 - 48,540/= (also entitled to Govt. approved allowances and allowances granted by the Corporation).

(Initial salary step as at 01.01.2021 - Rs. 27,910/=)

Qualifications:

External applicants:

(Mandatory general qualifications)

- (a) Should have passed the G.C.E. (Ordinary Level) examination in six subjects, in one and same sitting, with four credit passes including
- Sinhala / Tamil
 - Mathematics
 - English Language (only if it is necessary according to the current task)
- (b) Should have passed the G.C.E. (Advanced Level) examination, with minimum three (03) subjects (excluding the common general test).

And

(Should have followed a course in Computer Word Processing, Type Setting recognized by the Tertiary and Vocational Education Commission (TVEC) or other similar level competencies / qualifications, may be included on the relevant occasions, as the required qualifications).

(c) Special other Qualifications relevant to the Post

Should have followed a course in Marketing and should have one year's experience in marketing at a reputed institution.

Internal applicants:

- (a) Primary grade - Employees in non skilled, semi skilled and skilled, service category, having the qualifications mentioned in 'b', 'c' and 'd', below are eligible to apply for the above posts.
- (b) Should have passed the G.C.E. (Ordinary Level) examination in six subjects with four credit passes including
- Sinhala / Tamil
 - Mathematics
 - English language (only if required for current task)
- (c) Should be in the permanent cadre and have been confirmed in the post.
- (e) Should have completed a continuous satisfactory service period of at least 05 years in a permanent appointment previously, immediately prior to the stipulated date.

Note: A period of service carried out prior to being appointed permanently to a post or a period of training served as a condition to be appointed permanently to a post will not be considered as the five years of period for qualification, mentioned in para "e", above periods of a temporary / casual services worked prior to be appointed permanently to a post will not be considered as the qualifying period of 05 years given in para 'e' above.

Age:- Should be not less than 18 years and not more than 45 years of age. This upper age limit will not be applicable to the internal applicants.

4. MACHINE OPERATOR - PRIMARY - SEMI SKILLED SERVICE CATEGORY (PL2) - 03 POSTS

PL-2-25750 - 10x270 - 10x300 - 10x330 - 12x350 - 38,950/=,

also entitled to government approved allowances and other allowances granted by the corporation.

Initial salary as at 01.01.2021 - Rs. 25,750.

Qualifications:

External Applicants:

Should have obtained a competency certificate not less than Level 02 of National Vocational Qualifications (NVQ Level 2), issued by a technical / vocational training institute, recognized by the Tertiary and Vocational Education Commission (TVEC), on machines and machine operation.

Internal applicants:

- Primary non skilled (PL 1) service category employees with competency of not less than Level 02 of National Vocational Qualifications (NVQ Level 02), confirmed at a trade test compatible to the tasks of the relevant post from a Technical College / Vocational Training Institution, with five years experience in the relevant field.
- Should have obtained a competency certificate, not less than Level 02 of National Vocational Qualifications (NVQ Level 2), issued by a Technical / Vocational Training Institute, recognized by the Tertiary and Vocational Education Commission (TVEC) relevant to the post.

Age:- Should be not less than 18 years and not more than 45 years of age. This upper age limit will not be applicable to the internal applicants.

5. BOILER OPERATOR - PRIMARY SEMI-SKILLED SERVICE CATEGORY (PL - 2) - 03 POSTS

PL -2-25750 - 10x270 - 10x300 - 10x330 - 12x350 - 38,950/=

(also entitled to govt. approved allowances and allowances granted by the corporation). Initial salary entitled as at 01.01.2021 - Rs. 25,750/=.

Qualifications: External applicants:

Should have obtained a competency certificate not less than Level 02 of National Vocational qualifications (NVQ Level 2), issued by a Technical / Vocational Training Institute on Boiler operation, recognized by the Tertiary and Vocational Education Commission (TVEC).

Internal applicants:

- Employees of Primary non skilled (PL 1) service category, with competency of not less than Level 02 of National Vocational Qualification (NVQ Level 2) confirmed at a trade test, compatible to the tasks relevant to the post, from a Technical College / Vocational Training Authority, with five years experience in the relevant field.
- Should have obtained a competency certificate not less than Level Two of National Vocational Qualifications (NVQ Level 2), issued by a Technical / Vocational Training Institute, recognized by the Tertiary and Vocational Education Commission (TVEC).

Age: Not less than 18 years and not more than 45 years of age. The upper age limit will not be applicable to the internal applicants.

Others

Every applicant

- Should be a citizen of Sri Lanka
- Should be mentally and physically fit to discharge the duties entrusted to the post and to serve in any part of the island.
- Should have an excellent moral character

Method of Recruitment

Recruitments will be made according to the recruitment procedure of the Corporation through a structured interview held by a Board of interviewers, appointed by the competent authority of appointments. Appointees should have to contribute 8% and employer 12% of the salary to Employees Provident Fund (EPF) and in addition to the above the employer will pay 3% of the salary to Employees Trust Fund (ETF).

Applications from the officers employed in Government Departments, State Corporations and Statutory Boards should be forwarded through their respective heads of the Departments / Institutions. Complete bio data (CV) of the applicants, together with certified photocopies of the relevant certificates, should be submitted attached to applications. Applications sans certified photocopies of the certificates, will be rejected.

Self-prepared applications addressed to the "Chairman, Sri Lanka Ayurvedic Drugs Corporation (SLADC), No. 94, Old Kottawa Road, Nawinna, Maharagama" should be sent by registered post, or email to: email address: sladcvacancies@gmail.com to be received on or before 31.07.2021. The contact telephone No. of the applicant, and names addresses and contact telephone Nos. of two non related referees should be indicated in the application.

The post applied for should be mentioned clearly on the top left hand corner of envelope, enclosing applications and the email message sent by the applicant.

The Corporation shall not bear any responsibility regarding the applications misplaced or delayed while in post or otherwise.

**Chairman,
Sri Lanka Ayurvedic Drugs Corporation**