



Ministry of Transport, Highways, Ports and Civil Aviation

Applications are invited among the permanent officers of Road Development Authority for the below Position of “**Inclusive Connectivity and Development Project (ICDP)**” implemented under the Ministry of Transport, Highways, Ports and Civil Aviation. The Project Management Unit (PMU) is basically established at Colombo, for the purpose of implementation of road construction and development activities.

These appointments will be subjected to the provisions of Management Service Circular No.01/2019 issued by the Ministry of Finance on 05.03.2019

- **Name of the Project – Inclusive Connectivity and Development Project (ICDP)**
(Above US \$ 100-250 million category)

No.	Designation Name	PS/ Salary Category according to the MSD Circular No.01/2019	Number of Vacancies
01	Environmental Officer	PS -06	01

- **Qualifications required for the posts of PS 6 Category**

According to the above mentioned MSD Circular 1/2019 PS6 category (Above US \$ 100-250 million category) basic qualification are given below

Minimum Qualifications & Experience [(1) or (2) or (3) below]

1.

- A 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 Associated membership/ A similar professional qualification obtained from a recognized professional institution in the relevant field.

or

- Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7 issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical Field.

and

- At least 03 years of experience in the required area of specialization

or

2.

- Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6 issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical Field.

and

- At least 08 years of experience in the required area of specialization

3.

- Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5 issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical Field.

and

- At least 13 years of experience in the required area of specialization

General Conditions :

- Recruitment, salary, benefits and other service conditions will be as per the provisions stipulated in Management Services Circular No. 1/2019 issued by the Ministry of Finance on 05.03.2019.
- Selections will be based on a structured interview and other circular conditions.
- All application must be filled according to the format given in this circular and send all the copies of relevant documents.
- If applying for more than one post, separate applications should be submitted for each post.

01. Age Limit:

Below 64 years

02 Salary:

Salary and allowances will be paid based on the Management Service Circular no. 01/2019 issued by the Ministry of Finance.

03. Terms of Employment:

- The appointment will be on contract basis, initially for a period of one year. Extension could be considered based on the Service requirement and performance.
- If the applicant already holds a permanent post in the Government or Semi-Government institutions, appointment will be based on according to the releasement basis mentioned on para 2.3.3 in 1/2019 MSD Circular, that recommended by the appointing authority of the substantive post and the considering correct releasement basis.
- Candidates who have not completed the application properly and have not submitted the correct data along with the application, and those who have not fulfilled the qualifications and other requirements specified in the Management Services Circular No. 1/2019 will not be considered for appointments.
- The decision of granting appointment or not, discretion of the Secretary of the Ministry according to in terms of the circulars and other provisions.

04. Recommendation of the Institution Head

Applicant who already holds a permanent post in the Road Development Authority should be sent their applications through the Head of the Road Development Authority and with the consent of releasement from the substantive post and recommendation of the releasement basis according to the para 2.3.3 in 1/2019 MSD Circular. (Otherwise application will be rejected.)

05. Submission of the Application

Duly filled applications along with the particulars of academic qualifications work experiences and other relevant information according to the format given below should be sent through head of Road Development Authority with the recommendation under registered post, indicating the name of the post & project as appeared in the advertisement written on the top left hand corner of the envelope, to **Secretary, Ministry of Transport, Highways, Ports and Civil Aviation, “Maganeguma Mahamedura”, No.216, Denzil Kobbekaduwa Mawatha, Koswatta, Battaramulla on or before 21.02.2025.**

If the application is not properly filled according to given format, it will be rejected.

Application format - Annex 1

Secretary
Ministry of Transport, Highways, Ports and Civil Aviation

Post applying for

Annexure 1

For office use

APPLICATION FORM (For PS Category posts)

Application for the post of..... for Projects,
Ministry Of Transport & Highways

1) Post applying for:
(If applying for more than one post, separate application should be submitted for each post)

2) Name with Initials
(In Sinhala)

මයා/මිය/මෙනවිය

(In English / Block capital letters) Mr./ Mrs. / Miss:
.....

3) Names denoted by the initials
(In Sinhala)
(In English / Block capital letters)
.....

4) Nationality:

5) Gender: Female / Male:

6) National identity card No:

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7) Date of birth:

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8) Age:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(As at application closing date)

9) Residence details:

Address	
.....	
.....	
.....	
Telephone No	
Mobile No	
E - Mail	

Office details:

Address	
.....	
.....	
.....	
Telephone No	
Fax No	
E - Mail	

10) Educational Qualifications:

No	Course Name	Degree/ P.G.Degree/ P.G Diploma/ Diploma	Subject/ Relevant filed	Validity Date	University/ Training institute
01					
02					
03					

11) Professional qualifications:

No	Professional qualification	Validity Date	Institution	NVQ level
01				
02				

12) Relevant Trainings:

Training Name	Institute	Period	Relevant Field

13) Experiences in Road Development Authority:

Position	Responsibilities	No of Years

14) Details of previous releasement from the substantive post – if any

Name of the Project / Institution	Position held	Time duration from-to	No of years	Releasement basis		
				Full time (with full - Pay)	Full time (with No - Pay)	Acting

15) Certificate / Letters regarding experience (Attach photocopy)

- I.
- II.
- III.

16) Certification of the Applicant

I certify that I have read the Notice regarding calling for application and fully understood all the details about for this application. There are no judicial proceedings against me and I certify that the information provided by me in this application it true and correct. I am aware that, I am not eligible to the post if the information I have provided is found to be incorrect and I have bound with the rules and regulation which are mentioned in 1/2019 Management Services Circular.

Date:

.....

Signature of applicant

17) Recommendation of the Head of the Institution
(Must be filled by the Head of Road Development Authority)

01. I hereby certify that the below mentioned details are true and correct as per the details in Mr./Mrs./Miss. (Name of the applicant) personal file, who is submitted this application is serving in Road Development authority.

• PF Number	
• Permanent Designation	
• First Appointment Date	
• Confirmation Date	

02. Applicant is serving in Road Development authority as a (Substantive post of the applicant) and no disciplinary action has been taken against him/her and there is no intention to take disciplinary action.

03.

Name of the Project / Institution	Position held	Time duration from-to	No of years	Releasement basis		
				Full time (with full - Pay)	Full time (with No - Pay)	Acting

Also His/ her previous releasement details from the substantive post that are in above table are confirmed with their personal files.

04. After considering above details and provisions stipulated in Management Services Circular No: 1/2019, He/ She could be released and agreed to be released according to the Para 2.3.3 (a) – Fulltime releasement with full pay basis/2.3.3. (b) – Fulltime releasement with no pay leave basis/2.3.3 (c) – Acting releasement basis for the (Further releasement period) mentioned in said circular, from his/ her substantive post if selected to this post.

Date:

.....
 Signature and seal of Head of the RDA