



Road Development Authority

(Under the Ministry of Transport, Highways & Urban Development)



Employment Opportunity

Applications are hereby invited from eligible officers to fill the following vacant post of the Road Development Authority.

❖ **Director (Administration & Facility Management) – (HM 1-3)**

• **Required Qualifications:**

A Bachelor's Degree in the field of Human Resources Management/ Business Management/ Business Administration/ Public Administration/ Public Management/ Labour or any other field relevant to the subject area, which is recognized by the U.G.C.

AND

A Postgraduate Degree qualification (Master's) in the field of Human Resources Management/ Business Management/ Business Administration/ Public Administration/ Public Management/ Labour or any other field relevant to the subject area

WITH

Minimum of 14 years' experience at a "Managerial Level" in a corporation, Statutory Board/ Institution or a reputed private institution.

- **Age Limits:** Age should be not less than 35 years, and not more than 55 years. The upper age limit will not apply to the internal candidates.
- **Salary Scale:** HM 1-3 : Rs.152,500 – 15 x 4100 – 214,000/-
- **Other:**
Every Applicant,
 - i. Should be a citizen of Sri Lanka.
 - ii. Should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the Island.
 - iii. Should be of excellent moral character.
- **General Conditions applicable to the post:**
 - ✓ Employees' Provident Fund contribution by the Authority is 12% against 8% to be contributed by the Employees plus additional contribution of 3% towards Employees' Trust Fund.
 - ✓ Applicants working in the Govt. Departments/ State Corporations/ Statutory Boards & Authorities should send their applications through the respective heads of the institution/ organization.
 - ✓ Name, address and telephone numbers of two non-related referees should be stated in the application to obtain verifications of the applicant.

- ✓ Applications that are not properly filled in accordance with the given format and non-submission of photocopies of relevant certificates together with the application will be rejected.
- ✓ The required formal application is annexed herewith.

Duly completed applications, together with copies of educational certificates (including the degree transcript), professional qualifications, and service experience certificates, should be forwarded to the Deputy Director General (Human Resource Management & Administration), Road Development Authority, "Maganeguma Mahamedura", No. 216, Denzil Kobbekaduwa Mawatha, Koswatta, Battaramulla, to reach on or before 15.06.2026. The post applied for should be clearly indicated on the top left-hand corner of the envelope.



Eng. H.H.N.A. Hettiarachchi
Director General (A.D.)
Road Development Authority

03.06.2026



Road Development Authority

Application for the Post of Director - Administration & Facility Management – (HM 1-3)

(For External Candidates)

1	Name with initials:				
2	Name in full:				
3	Gender: (Male/Female)				
4	Present Position:				
5	Place of work:				
6	Present Salary Code: (If any)				
7	Date of Birth (Y/M/D):				
8	NIC Number:				
9	Permanent Address:				
10	Mailing Address: (If reside at a temporarily address)				
11	Telephone Number	Official:		Mobile:	
12	E-Mail Address				

13. Basic Requirements:

13.1 Degree Qualification

Title of the Degree	Name of the University	Local or Foreign	Effective date of Qualification

Note: A copy of the certificate should be attached.

13.2 Postgraduate Degree Qualification

Title of the Master's Degree	Name of the University	Local or Foreign	Effective date of Qualification

Note: A copy of the certificate should be attached.

13.3 Total Working Experiences / Service Records (From higher position to lower position)

Organization	Position / Designation	Salary Code (If Any)	Period		No. of	
			From	To	Y	M

Note: Copies of the service certificates for experiences should be attached.

14. Additional Qualifications:

S. No.	Degree/ Master's/ Chartered / PGD/ Dip/ Certificate	University/ Institution	Duration	Effective date of Qualification

15. Non-related Referees:

- | | |
|---------------|---------------|
| i. Name - | ii. Name - |
| Address - | Address - |
| Contact No. - | Contact No. - |

I certify that the above particulars furnished by me are true and correct.

.....
Signature of Applicant

.....
Date

Deputy Director General (HRM & Admin)
RDA

Mr. / Mrs., (Designation) is working in our organization since If he/she is selected for this post. He / She can be released from our organization.

.....
Signature of the HOD

Official Seal

.....
Date