



## Ministry of Transport & Highways

Applications are invited among the Sri Lankan citizens for the below position of **Project Director** of “Integrated Road Investment Programme implemented under the Ministry of Transport & Highways. The Project Management Unit (PMU) is basically established at Colombo, for the purpose of implementation of road construction and development activities smoothly.

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 - Integrated Road Investment Program (US \$ 50- 100 million category)

| No. | Designation Name | PS according to the MSD No.01/2019 | Category to the Circular | Salary Scale         | Number of Vacancies |
|-----|------------------|------------------------------------|--------------------------|----------------------|---------------------|
| 01  | Project Director | PS -01                             |                          | 160,000 – 02* 10,000 | 01                  |

According to the above-mentioned MSD Circular 1/2019, Annexure 01, Project Director (PS 1) (US \$ 50 - 100 million category) basic qualifications are given below

#### Minimum Qualifications & Experience (1) or (2) or (3) below

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

At least 12 years post qualifying experience at Management Level, out of which 06 years should be in the Senior Managerial Level.

- (2) • 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**.

and

Corporate/ Chartered membership or a similar professional qualification obtained from a recognized professional institution in the relevant field or a Postgraduate Degree in the **relevant field**.

with

At least 10 years post qualifying experience in Managerial Level, out of which 05 years should be in the Senior Managerial Level.

- (3) • 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**.

and

A Postgraduate Degree in the **relevant field**.

with

Corporate/ Chartered membership or a similar professional qualification obtained from a recognized professional institution in the **relevant field**

with

At least 08 years post qualifying experience at Managerial Level, out of which 04 years should be in the Senior Managerial Level.

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**Note-**

- **Relevant field means "Civil Engineering Field" and experience also should have in relevant field.**

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## **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 applications must be filled according to the format given in this circular and send all copies of relevant documents.
- Candidates should be agreed to work around any place in the area and/or country if selected.
- The Project office is situated at No16, Subhuthipura Road, Battaramulla.

### **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 a contract basis, initially for a period of one year. An 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, the appointment will be based on 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 on grant appointments and service extensions is at the discretion of the Secretary of the Ministry according to in terms of the circulars and other provisions.

#### **04. Recommendation of the Institution Head**

An applicant who already holds a permanent post in the Government or Semi-Government Institution should be sent the applications through the Head of their Institution 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, the 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 with the recommendation of head of the institute 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, “Maganeguma Mahamedura”, No.216, Denzil Kobbekaduwa Mawatha, Koswatta, Battaramulla on or before 14.06.2024**

#### **06. For Special Attention**

- **Applications that are not properly filled in accordance with the given format will be rejected.**
- **Only the qualifications that submitted certificate copies with the application will be considered for selection.**

Application format - Annex 1

Secretary  
Ministry of Transport & Highways

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:

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

7) Date of birth:

|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|

8) Age:

(As at application closing date)

|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|

9) Residence details:

|                                    |  |
|------------------------------------|--|
| Address<br>.....<br>.....<br>..... |  |
| Telephone No                       |  |
| Mobile No                          |  |
| E - Mail                           |  |

Office details:

|                                    |  |
|------------------------------------|--|
| Address<br>.....<br>.....<br>..... |  |
| Telephone No                       |  |
| Fax No                             |  |
| E - Mail                           |  |

10) Educational Qualifications:

| No | Course Name | Degree/ P.G.Degree/<br>P.G Diploma/ Diploma | Subject/<br>Relevant filed | Validity Date | University/<br>Training<br>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 release from the substantive post – if any

| Name of the Project / Institution | Position held | Time duration from-to | No of years | Release 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