

**THE TEA RESEARCH INSTITUTE OF SRI LANKA
TEA RESEARCH BOARD
MINISTRY OF PLANTATION INDUSTRIES**

VACANCIES

VACANCIES IN THE ST COOMBS ESTATE MANAGED BY THE TEA RESEARCH INSTITUTE OF SRI LANKA

Applications are invited from the citizens of Sri Lanka for the following posts at the St. Coombs Estate, Talawakelle.

01). Factory Trainee – (01 Post)

Educational Qualification

GCE (O/L) Examination with English & Arithmetic / Mathematics.

Salary:Rs.250/- Per Day(During the Training Period)

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

Note: Best performing trainee will be absorbed to the post of the Junior Assistant Factory Officer on the available of the Vacancies.

02). Trainee Sales Assistants – (02 Posts)

Job Description

This is for the proposed tea center in Nuwaraeliya and the responsibilities are engage In tea Sales, Maintaining documents, maintaining stocks, Promotions and Preparing and arranging / Serving tea for the Customers.

Educational Qualification:

GCE (O/L) in six (06) subjects including Mathematics and Language (Sinhala or Tamil)

Salary:Rs.250/- Per Day (During the Training Period)

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

Note: After the training two trained people will be placed on the post of Sales Assistant on Fixed Term Contract Basis with a basic salary of Rs.21, 000.00 per month. This post is qualified for Sales commissions and EPF and ETF.

03). Bought Leaf Collector –St Coombs Tea Factory (Fixed Term Contract)

Job Description:

Canvassing, assuring the quality of the leaf, record keeping, payments monitoring, organizing the supplier meetings, collection, and maintaining strong relationships with the suppliers.

Educational Qualification:

GCE (O/L) in six (06) subjects including Mathematics and Language (Sinhala or Tamil)

Salary: *Rs.15, 000.00perMonth with EPF and ETF.

*An incentive will be paid on the performance.

Experience: Relevant experiences will be added qualifications.

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

Applications giving full CV with copies of relevant certificates and the names and addresses of two non related referees who can assess the application's skill & knowledge in the relevant field, should be sent under registered cover to reach the undersigned on or before 21 November 2017.

The Director
Tea Research Institute
Talawakelle.

2017.11.06