



NOTICE

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



01. MOBILE MARKETING ASSISTANT - MANAGEMENT ASSISTANT (NON TECHNICAL) SERVICE CATEGORY (MA 1-1) - 02 POSTS

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 common / general qualifications)

(a) Passed G.C.E. (Ord. Level) examination with

- Sinhalese / Tamil
- Mathematics
- English language

(If required for the position only)

including the above 3 subjects, (04) four credit passes at the G.C.E. (O/L), passed in one sitting with 06 subjects of passes in the same sitting.

(b) Passed G.C.E. (Advanced Level) with a minimum of 3 subjects (except the common general test).

and

(Having followed a computer word processing / type setting, course recognized by the Tertiary and Vocational Education Commission (TVEC) or similar course of competency could be inserted as necessary qualifications on the relevant occasions).

Other specific qualifications relevant to the post:

Having followed a course in marketing and experience of one year in a recognized institution of marketing.

Internal applicants:

(a) Primary grade - non skilled semi skilled and skilled, service category, employees of 'b', 'c' and 'd', below are eligible to apply for the above posts.

(b) Should have passed the G.C.E. (Ord Level) in six subjects with four credit passes including

- Sinhala / Tamil
- Mathematics
- English language (only if required for current task / position only)

(c) Should be in the permanent cadre and have been confirmed in the post.

(d) Should have completed a continuous satisfactory period of at least / minimum of 05 years service of 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 post will not be considered or counted 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 counted or 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.

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

MA 1-1 - 27910 - 10 x 300 - 7x350 - 4x495 - 20x 660 - 48,540/=

(entitled to the Govt. approved allowances and allowances granted by the Corporation, too).

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

Qualifications:

External applicants (Mandatory general qualifications).

(a) Should have passed the G.C.E. (Ord. Level) examination in six subjects, in one and same sitting, with four credits in one and same sitting, including the subjects of

- Sinhala / Tamil
- Mathematics
- English language (only if relevant to the present work / position)

(b) Should have passed the G.C.E. (Advanced Level) examination in minimum of (03) subjects (except the common general test).

and

(Having followed course in Computer word processing / type setting, recognized by the Tertiary and Vocational Education Commission (TVEC), or similar level other competencies, could be included as the qualification, on the relevant occasions).

Other specific qualifications relevant to the post:-

Having followed a course of premises management in a recognized institution and obtained one years experience in the related field in a recognized institution.

Internal applicants:-

(a) Having qualifications of 'b', 'c' and 'd', below, of primary grade non skilled semi skilled and skilled, service category, are eligible to apply for this post.

(b) Should have passed the G.C.E. (Ord. Level) examination in six subjects, in one and same sitting with four credit passes including;

- Sinhala / Tamil
- Mathematics
- English language (only if it is required for the current work)

(c) Should hold a permanent position in service and appointments should have been made permanent in the service.

(d) Should have completed at least 05 years of continuous satisfactory period of service, immediately prior to the stipulated date of appointment to the permanent cadre.

Note: A period of employment service prior to be appointed to a post or a training period served as a condition to be appointed to a post, will not be considered for the period of five years for qualifying, as indicated in para 'd' above. Period of casual services, served prior to be appointed to permanent post, will not be taken into consideration for the 05 years of qualifying period as indicated in the para 'd' above.

Age: Should not be below 18 years and not be above 45 years of age. This upper age limit will not be applicable to the internal applicants.

03. OFFICER IN-CHARGE (HERBAL GARDENS) - MANAGEMENT ASSISTANT (NON TECHNICAL) SERVICE CATEGORY (MA - 1-1) 02 POSTS.

MA 1-1 - 27,910 - 10 X 300 - 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. (Ord. 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 of three subjects of passes (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).

Internal applicants:

(a) Employees with 'b', 'c' and 'd' qualifications, given below, in primary grade - non-skilled semi skilled and skilled service category are eligible to apply for this post.

(b) Should have passed the G.C.E. (Ord. Level) examination in six subjects with 04 credit passes including

- Sinhalese / Tamil
- Mathematics
- English language

(Only If it is necessary according to the current task)

(c) Should be of permanent appointment in the service and have been made permanent in the relevant appointments.

(d) Should have completed at least five years of continuous, satisfactory period of service in a permanent post immediately prior to the prescribed date.

Note: A period served before being appointed permanently to a certain post or a period of training served as a condition, to be appointed for a certain post, shall not be considered as qualifying period of five years mentioned in the para "d" also, periods served in casual services before being appointed to a permanent post, will not be counted as qualifying period of five years, indicated in para 'd' above.

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

04. MACHINE OPERATOR - PRIMARY - SEMI SKILLED SERVICE CATEGORY (PL2) - 04 POSTS

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

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

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

Qualifications:

External Applicants:

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

Internal applicants:

1) 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.

2) Having obtained a competency certificate, not less than level two of National Vocational Qualifications (NVQ Level 2), issued by a Technical / Vocational Training Institution, 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 apply to the internal applicants.

05. BOILER OPERATOR - PRIMARY SEMI-SKILLED SERVICE CATEGORY (PL - 2) - 01 POST

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

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

Qualifications:

External applicants:

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

Internal applicants:

1. Employees of Primary non skilled (PL 1) service category, with competency of not less than level two 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.

2. Having obtained a competency certificate not less than level two of National Vocational Qualifications (NVQ Level 2), issued by a Technical / Vocational Training Institution, 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

Each applicant:

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

Method of Recruitment:

Recruitments will be made according to the recruitment procedure of the corporation through a structural interview held by panel 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 employer will pay 3% of the salary to Employees Trust Fund (ETF).

Applications from the officers employed in govt, 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 entitled 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. by registered post, or email / to: email address: sladcvacancies@gmail.com to be received on or before 07.04.2021. 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**