

**State Ministry of Urban Development,
Waste Disposal and Community Cleanliness**



**Condominium Management
Authority**



Applications are invited from qualified applicants for the filling of the post of Internal Auditor at the Condominium Management Authority.

**1. Internal Auditor MM 1-1 'Management' Service Category -
01 Post**

Qualifications

External Candidates

1. Should have obtained a Degree in Accountancy / Financial Management / Management / Commerce / Business Administration recognized by the University Grants Commission.
and
Should have obtained at least 01 year experience in the relevant field in the Government Sector in a Government Corporation, Board, in a Statutory Institution or reputed Private Sector Institution after obtaining the Degree
or
2. Should have completed the Intermediate Certificate of Chartered Accountants of Sri Lanka (CA) or Chartered Institute of Management Accountants (CIMA) or Certified Management Accountants (CMA) or Association of Chartered Certified Accountants (ACCA)
and
Should have obtained at least 01 year experience in the relevant field in the Government Sector, in a Government Corporation, Board, Statutory Institution or reputed Private Sector Institution after obtaining the qualifications
or
3. Should have obtained Higher National Diploma in Accountancy
and
Should have obtained at least 01 year experience in the relevant field in the Government Sector, Government Corporation, Board, Statutory Institution or reputed Private Sector Institution after obtaining the qualifications

Internal Applicants

1. Should have fulfilled the qualifications for the external applicants mentioned above
or
Should have completed a satisfactory service period of 05 years in the relevant field in the service category of Junior Manager (JM) at the Condominium Management Authority.

Age - Should be not less than 22 years and not more than 45 years. Maximum age limit is not applicable to Internal candidates.

Salary : MM 1-1 Rs. 53,175 - 10x1375 - 15x1910 = 95,575

Telephone Bills will be reimbursed subject to a limit.

For this post, all the allowances approved by the Government and the Cost of Living Allowance will be paid.

General Conditions for the post

Every applicant,

1. Should be a citizen of Sri Lanka.
2. Should be physically and mentally fit to discharge the duties entrusted to the post and to serve in any part of the island.
3. Should have an excellent moral character.
4. This post is permanent and not entitled to pension. Employee should contribute 10% to the Employees' Provident Fund and employer will contribute 12% to the Employees' Provident Fund and 3% to the Employees' Trust Fund respectively.
5. Applicants from Government Corporations / Statutory Boards should forward their applications through the Heads of the respective Institutions.
6. Names and Addresses of two non-related referees from whom reports regarding the applicant could be obtained should be submitted along with the application.
7. Copies of the educational certificates and other qualifications and experience certificates should be submitted attached to the application.
8. Applicant should have fulfilled all qualifications as at the closing date of applications.

Method of Applying

Qualified applicants should submit the Bio-Data consisting of educational, professional qualifications, experience and other personal information enclosed in an envelope and the caption, "**Recruitment to the Post of Internal Auditor**" on the top left-hand corner of the envelope should be sent by registered post to the address given below or by E-mail to hr@cma.lk to be received on or before **30.11.2021**. Late, incomplete and unclear applications will be rejected without any prior intimation.

Chairman

Condominium Management Authority

1st Floor, National Housing Development Building,

Sir Chittampalam A. Gardiner Mawatha,

Colombo 2.