



Ministry of Plantations

State Ministry of Coconut, Kithul Palmyrah and Rubber Cultivation Promotion

and related Industrial Product Manufacturing and Export Diversification

COCONUT CULTIVATION BOARD

VACANCIES - 2022

Applications are invited from citizens of Sri Lanka for the following vacancies in the Coconut model garden service of the Coconut Cultivation Board.

Post - Assistant Manager (Estate) C.M.G. Grade II (JM 1 - 2)

- 1. Agriculture / Plantation Management Degree obtained from a reputed university and 04 years service experience in coconut estate management in public service or in an institution recognized by the Government.

Recruitment to this post will be made on one year training basis and on completion of training will be absorbed into the permanent cadre on the recommendations made by a committee of management level, appointed by the General Manager.

Salary Category : JM 1 - 2
Salary Scale : Rs. 43,355 - 755 x 10 - 1135 x 18 - 71,335.
Age : Should be not less than 22 years and not more than 45 years, maximum age limit will not be applicable to applicants already in Government / Corporation / Board Service and for internal applicants.

- Other conditions :
i. Every applicant should be a citizen of Sri Lanka.
ii. Should be physically and mentally fit to discharge duties entrusted to the post and to serve in any part of the island.
iii. Should have an excellent moral character.

Applications
Applicants should submit applications as per the specimen application attached herewith. Applications submitted not in conformity with the specimen form provided will be rejected. Applications that include educational qualifications, professional qualifications, details of experience along with the copies of certificate to substantiate the qualifications should be submitted. Those already in the service of Government / Corporations / Boards should direct the applications through the heads of their respective institutions.

Post applied for should be mentioned on the top left hand corner of the cover enclosing the application. All perfected applications should be sent by registered post addressed to "Chairman, Coconut Cultivation Board, 9/428, Denzil Kobbekaduwa Mawatha, Battaramulla" to receive on or before 21.01.2022. Late applications will be rejected. If there is any matter that is not mentioned here, recruiting authority will decide on such matter. Canvassing in any form regarding this post will be treated as a disqualification.

Chairman,
Coconut Cultivation Board,
9/428, Denzil Kobbekaduwa Mawatha,
Battaramulla.



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COCONUT CULTIVATION BOARD



(for office use only)

Specimen application for the Post of Junior Manager (JM 1-2) and Manager (MM) Service Category in the Estate Management Service of the Coconut Cultivation Board.

- 1.0 Personal information
1.1 Name with initials at the end in English capital letters.
1.2 Name in full in English capital letters
1.3 Name in full (Sinhala / Tamil)
1.4 Personal Address (Sinhala / Tamil)
1.5 Personal Address (In English Capital Letters)
1.6 Gender male / female
1.7 Marital status
1.8 Ethnicity
1.9 National Identity Card No.
1.10 Date of Birth : Date Month Year
1.11 Telephone No.
1.12 District
1.13 Electorate
1.14 Grama Niladhari Division
1.15 Email Address
2.0 Details regarding the higher education (University education)

Table with 4 columns: University, Degree, Date of Degree obtained, Class

3.0. Details pertaining to various posts and service periods

Table with 10 columns: From (Date, Month, Year), Upto (Date, Month, Year), Name and address of the employer, Post held, Service Category of the Post

* If there are service periods in Government Departments / Statutory Boards mention the post holding / held / service category of the post Ex-Manager (MM) Junior Manager (JM).

4.0 Professional qualifications

Table with 4 columns: Professional qualifications, University/Institution, Professional course, Date of award

5.0 Other qualifications

Empty box for other qualifications

6.0 Details regarding two non related referees

Table with 3 columns: Name/Tel No., Post, Address

7.0 Certification of the applicant.

I do hereby certify that the above particulars are true and accurate.
Date Signature of the applicant

8.0 Attestation

I do hereby certify that Mr / Mrs / Miss who submits this application is personally known to me and he / she placed his / her signature on in my presence.
Date Signature of the Attestor
Name
Post
Address

9.0 Certification of the Head of the Department / Head of the Ministry if his applicant is an employee of Central Government or Provincial Public Service.

I am forwarding the application of Mr / Mrs / Miss and I wish to inform that he/she is serving in this Ministry / Department as a Permanent / Temporary / Trained / Casual Officer and if he/she is selected for the above post he / she can / cannot be released (strike off unnecessary words).

Signature of the Head of the Department / Ministry / Authorized Officer and the Official Frank

Date
Name
Post
Ministry / Department