

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

VACANCIES

Applications are invited from the citizens of Sri Lanka for the following posts at the Tea Research Institute of Sri Lanka, Talawakelle.

01). TECHNOLOGICAL OFFICER (FILTER PLANT) - (01 POST)

Job Description

Responsible to carry out the activities of technological nature to facilitate, support and supplement the managerial work and the technological work of the Institute.

External:

Vocational: Having obtained a certificate of proficiency in the relevant field not below than the NVQ Level 5 issued by a Technical/Vocational Training Institute accepted by the Tertiary and Vocational Education Commission.

Note:

Working knowledge in the relevant field will be a distinct advantage.

Internal:

Having obtained the qualifications required by the external candidates above.

Salary Scale:

MA 2-2 (2016) Rs.30, 310 - 10 x 300 – 7 x 350 – 4 x 600 – 20 x 710 – Rs.52, 360/- p.m

Basic Salary of Rs.30, 310 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.24, 030/- and adjustment allowance is Rs. 3,522/-).

Age:

Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a written competitive examination and / or a Structured Interview.

02). TECHNOLOGICAL OFFICER (WATER WORKS) - (01 POST)

Job Description

Responsible to carry out the activities of technological nature to facilitate, support and supplement the managerial work and the technological work of the Institute.

External:

Vocational: Having obtained a certificate of proficiency in the relevant field not below than the NVQ Level 5 issued by a Technical/Vocational Training Institute accepted by the Tertiary and Vocational Education Commission.

Note:

Working knowledge in the relevant field will be a distinct advantage.

Internal:

Having obtained the qualifications required by the external candidates above.

Salary Scale:

MA 2-2 (2016) Rs.30, 310 - 10 x 300 – 7 x 350 – 4 x 600 – 20 x 710 – Rs.52, 360/- p.m

Basic Salary of Rs.30, 310 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.24, 030 /- and adjustment allowance is Rs. 3, 522/-)

Age:

Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a written competitive examination and / or a Structured Interview.

03). TECHNOLOGICAL OFFICER (ELECTRICAL) – (01 POST)

Job Description

Responsible to carry out the activities of technological nature to facilitate, support and supplement the managerial work and the technological work of the Institute.

External:

a) GCE A/L with three (03) passes in one sitting and GCE (O/L) with six (06) passes in one sitting with four (04) credit passes including Mathematics and Language (Sinhala/Tamil and English).

AND

b) National Vocational Qualification (NVQ) Level 5/6 in the relevant field.

AND

c) Five (05) years experience in the relevant field.

Internal:

Same as for external candidates

Salary Scale:

MA 2-2 (2016) Rs.30, 310 - 10 x 300 – 7 x 350 – 4 x 600 – 20 x 710 – Rs.52, 360/- p.m

Basic Salary of Rs.30, 310 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.24, 030 /- and adjustment allowance is Rs. 3, 522/-)

Age:

Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a written competitive examination and a Structured Interview.

04). TECHNOLOGICAL OFFICER (MECHANICAL) – (01 POST)

Job Description

Responsible to carry out the activities of technological nature to facilitate, support and supplement the managerial work and the technological work of the Institute.

External:

a) GCE A/L with three (03) passes in one sitting and GCE (O/L) with six (06) passes in one sitting with four (04) credit passes including Mathematics and Language (Sinhala/Tamil and English).

AND

b) National Vocational Qualification (NVQ) Level 5/6 in the relevant field.

AND

c) Five (05) years experience in the relevant field.

Internal:

Same as for external candidates

Salary Scale:

MA 2-2 (2016) Rs.30, 310 - 10 x 300 – 7 x 350 – 4 x 600 – 20 x 710 – Rs.52, 360/- p.m

Basic Salary of Rs.30, 310 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.24, 030 /- and adjustment allowance is Rs. 3, 522/-)

Age:

Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a written competitive examination and a Structured Interview.

05). TECHNOLOGICAL OFFICER (WORKSHOP) – (01 POST)

Job Description

Responsible to carry out the activities of technological nature to facilitate, support and supplement the managerial work and the technological work of the Institute.

External:

a) GCE A/L with three (03) passes in one sitting and GCE (O/L) with six (06) passes in one sitting with four (04) credit passes including Mathematics and Language (Sinhala/Tamil and English).

AND

b) National Vocational Qualification (NVQ) Level 5/6 in the relevant field.

AND

c) Five (05) years experience in the relevant field.

Internal:

Same as for external candidates

Salary Scale:

MA 2-2 (2016) Rs.30, 310 - 10 x 300 – 7 x 350 – 4 x 600 – 20 x 710 – Rs.52, 360/- p.m

Basic Salary of Rs.30, 310 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.24, 030 /- and adjustment allowance is Rs. 3, 522/-)

Age:

Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a written competitive examination and a Structured Interview.

06). TECHNICAL OFFICER (RESEARCH & DEVELOPMENT) – (10 POSTS)

Job Description

Responsible to carry out the activities of technological nature to facilitate, support and supplement the managerial work and the technological work of the Institute.

External:

a) Three (03) passes in GCE A/L in Science in one sitting and GCE (O/L) with six (06) subjects in one sitting with four (04) credits for Mathematics, Science and Language (Sinhala/Tamil and English).

AND

b) A two (02) year Diploma in a relevant field not below the NVQ Level 5 from a recognised institution approved by the UGC.

Internal:

Same as for external candidates

Salary Scale:

MA 2-2 (2016) Rs.30, 310 - 10 x 300 – 7 x 350 – 4 x 600 – 20 x 710 – Rs.52, 360/- p.m

Basic Salary of Rs.30, 310 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.24, 030 /- and adjustment allowance is Rs. 3, 522/-)

Age:

Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a written competitive examination and Structured Interview.

07). FIELD OFFICER – (01 POST)

Job Description:

Responsible to carry out the activities of technological nature to facilitate, support and supplement the managerial work and the technological work of the Institute.

External:

(a) GCE (A/L) in Science / Agriculture with three (03) passes in one sitting and GCE (O/L) six (06) passes in one sitting with four (04) credits passes including Science /Agriculture and Language (Sinhala/Tamil and English)

AND

(b) Two (02) year Diploma in Agriculture from a recognised Institution, not below NVQ Level 5.

WITH

(c) One (01) year experience in a tea estate on worker supervision / cultural practices etc in a recognized government or private organization.

Internal:

Same as for external candidates

Salary Scale:

MA 2-2 (2016) Rs.30, 310 - 10 x 300 – 7 x 350 – 4 x 600 – 20 x 710 – Rs.52, 360/- p.m

Basic Salary of Rs.30, 310 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.24, 030 /- and adjustment allowance is Rs. 3, 522/-)

Age:

Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a Written competitive examination and a Structured Interview

08). MANAGEMENT ASSISTANT (STORE KEEPING) – (01 POST)

Job Description:

Responsible to carry out the activities of technological nature to facilitate, support and supplement the managerial work and the technological work of the Institute.

External:

GCE (A/L) with three (03) passes in one sitting and GCE (O/L) six (06) subjects in one sitting with four (04) credits including Mathematics and Language (Sinhala/Tamil and English)

AND

A Diploma Certificate (more than one year) in Stores Management not below NVQ Level 5 from a recognized Organisation with minimum of one (01) year experience in stores maintenance and stock control systems in a Government Department / Corporation/ Board or reputed Mercantile Establishment dealing in building Materials, Motor/ Electrical, Lab Equipment and Chemicals.

Internal:

Same as for external candidates

Salary Scale:

MA 2-2 (2016) Rs.30, 310 - 10 x 300 – 7 x 350 – 4 x 600 – 20 x 710 – Rs.52, 360/- p.m

Basic Salary of Rs.30, 310 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.24, 030 /- and adjustment allowance is Rs. 3, 522/-)

Age:

Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a Written competitive examination and a Structured Interview

09). MANAGEMENT ASSISTANT (ACCOUNTING) – (01 POST)

Job Description:

Responsible to carry out the activities of the non-technological nature to facilitate, support and supplement the managerial work of the Institute.

External:

Three (03) passes in GCE (A/L) commerce stream with a credit in Accountancy in one sitting and GCE (O/L) with six (06) subjects in one sitting with four (04) credit passes including Sinhala /Tamil, English and Mathematics.

AND

Working knowledge of MS word and MS Excel on accounting will be a distinct advantage.

Internal:

GCE (O/L) in Six (06) Subjects in one sitting with four (04) credit passes including Sinhala or Tamil, English and Mathematics

AND

Minimum five (05) years satisfactory service in a permanent post in the “Primary Level” unskilled, semi-skilled and skilled category.

Note: Working knowledge of MS word and MS Excel will be a distinct advantage.

Salary Scale:

MA 1-2 (2016) Rs.27, 910 -10 x 300 – 7 x 350 – 12 x 600 – 12 x 710 - Rs.49, 080 /- p.m

Basic Salary of Rs.27, 910 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.22, 126/- and adjustment allowance is Rs. 4, 092/-).

Age: Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a Written competitive examination and a Structured Interview.

10). MANAGEMENT ASSISTANT (STATION) – (03 POSTS)

Job Description:

Responsible to carry out the activities of the non-technological nature to facilitate, support and supplement the managerial work of the Institute.

External:

GCE (A/L) with three (03) passes in one sitting and GCE (O/L) with six (06) subjects in one sitting with four (04) credit passes including Sinhala or Tamil, English and Mathematics.

AND

Knowledge in computer applications (e.g word processing spreadsheet presentations)

AND

Speed in word processing in English using Computer and typewriter should be minimum of 50 and 40 WPM respectively.

Note: Knowledge in word processing Sinhala and Tamil will be a distinct advantage.

Internal:

GCE (O/L) in Six (06) Subjects in one sitting with Four (04) credits including Sinhala / Tamil, English and Mathematics

AND

Minimum five (05) years satisfactory service in a permanent post in the “Primary Level” unskilled semi-skilled and skilled category’

AND

Knowledge on word processing (preferably Word, Excel Power Point & Spread Sheet) and word processing speed in computer for English and Sinhala to be minimum of 50 and 40 WPM respectively.

Note: Knowledge in word processing in Tamil will be a distinct advantage.

Salary Scale:

MA 1-2 (2016) Rs.27, 910 -10 x 300 – 7 x 350 – 12 x 600 – 12 x 710 - Rs.49, 080 /- p.m

Basic Salary of Rs.27, 910 /- Will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.22, 126/- and adjustment allowance is Rs. 4, 092/-).

Age: Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a Written competitive examination and a Structured Interview.

11). DRIVER – (07 POSTS)

Job Description:

Carry out the duties relating to providing the basic facilities for transport needs construction, maintenance, repairs, mechanical and electrical etc. of the Institute.

External:

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

AND

A valid License to drive heavy vehicles and minimum of five (05) years experience in driving heavy vehicles at a Government Department or reputed establishment

Internal:

Same as for external candidates.

Salary Scale:

PL 3 (2016) Rs.26, 290/- - 10x270 - 10x300 – 10x330 – 12x350 – Rs.39, 490/- p.m.

Basic salary of Rs.26,290 /- will be paid from 01.01.2020. (The salary starting point in 01.01.2018 is Rs.20, 842/- and adjustment allowance is Rs.4, 479/-).

Age:

Should not be less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By a Trade test and a Structured Interview

Other Benefits:

- i. Accommodation (Fully furnished quarters /hostel rooms) will be provided if available or an allowance will be paid in lieu of accommodation.
- ii. Medical benefits available according to the prevailing rules of the institute's Medical scheme.
- iii. Free transport will be provided for urgent medical treatment according to the Institute's guidelines.
- iv. Transport will be provided every weekend to Colombo and Kandy from St. Coombs, Talawakelle.
- v. Provident Fund: The selected candidate will be required to contribute 10% of the salary to the staff Provident Fund while the Institute will contribute 15%. The Institute will also contribute 3% to the Employees' Trust fund.
- vi. Other fringe benefits applicable to employees in the Research Institute.

The Posts is Permanent. Applications giving full **CV** including the names and addresses of two non-related referees who can assess the applicant along with the copies of relevant educational and other qualifications should be sent under registered cover to reach the undersigned **on or before 21st October 2018.**

Applications from employees in the State Service/State Corporations/Statutory Board should be forwarded through the Head of the respective Institution. Non conformity with this requirement will result in the application being rejected. Also state the post applied on the top left corner of the envelope.

Kindly visit Tea Research Institute's web site www.tri.lk for information.

**The Director
Tea Research Institute of Sri Lanka
St. Coombs, Talawakelle.**