

01).INTERNAL AUDITOR – (01 POST)

Job Description:

Responsible for ensuring internal controls by installing and monitoring adequate system and procedures and carrying out routine and regular/random investigations and checking of documents, cash and stores.

External:

Intermediate level qualification of the Institute of Chartered Accountants of Sri Lanka (ICASL) **OR**
Intermediate level qualification of Chartered Institute of Management Accountants (CIMA) **OR**
intermediate level qualification of Association of Certified and Corporate Accountants (ACCA) **OR**
a four (04) year honors degree in Management or Commerce.

AND

At least three (03) years post qualifying experience in accounting and finance in a Government Department/Corporation / Board or a reputed Mercantile Establishment after obtaining above qualification.

Note: Exposure to computerized accounting environment is a distinct advantage.

Internal: A Bachelor's degree in Management and Commerce **OR** a Higher National Diploma in Accountancy.

AND

Minimum of Five (05) years experience in a relevant post in Grade I of the Junior Manager Category in relevant field.

Salary Scale

MM 1-2 (2016) Rs. 54, 550 -10x1, 375 - 15x1, 910 - Rs. 96,950/- p.m.

Basic salary of Rs. 54, 550/- will be paid from 01.01.2020. (The salary starting point in 01.01 2018 is Rs. 42,972/-).

Age: Should not be less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Method of Selection: By 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 07/05/2018

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
Talawakelle**