



**Ministry of Local Government and Provincial Councils  
Asian Development Bank Funded Eastern and North  
Central Provincial Road Project**

## **VACANCY ANNOUNCEMENT**

The Government of Sri Lanka has made arrangements to implement the Eastern and North Central Provincial Road Project funded by the Asian Development Bank. This Ministry, as the Executing Agency, wishes to recruit suitably qualified persons for the following posts for Project Coordinating Unit established under this Ministry.

**Qualifications and Experience:**

### **1. Accounts Clerk**

Passed GCE (O/L) in 06 subjects in not more than two sittings with 4 credit passes including Language, Mathematics and passed GCE (A/L) with minimum of 04 years experience in the field of Accountancy in foreign funded road projects. Knowledge in the use of MS Office packages and computer based Accounting System. Good writing and speaking skills in English.

### **2. Clerk/Computer Operator**

Passed GCE (O/L) in 06 subjects in not more than two sittings with 4 credit passes including Language, Mathematics with a certificate course in Computer applications in a recognized institute with an ability to use Software Packages such as MS Word, MS Excel, MS Access etc. At least 2 years experience in foreign funded projects.

### **3. KKS**

Passed GCE (O/L) in 06 subjects in not more than two sittings with minimum four years experience in foreign funded road project.

**Age Limits:**

Below 45 years for all above categories.

**Terms of Employment:**

Appointments will be on contract basis for one year term with facility for extending depending on the duration of the project and satisfactory performances.

Interested persons are requested to forward their Curriculum Vitae with copies of relevant educational qualifications and experience certificates to J.A. Jayaratne, National Project Coordinator, Eastern and North Central Provincial Road Project, Ministry of Local Government and Provincial Councils, No. 330, Union Place, Colombo 02 at or before 4.00 p.m. February 25, 2010 by registered post. Name of the post applied for should be written on the upper left-hand corner of the envelope.

**H.P. Cashian Herath  
Secretary  
Ministry of Local Government and Provincial Council**