

Department of Census and Statistics (DCS)
Public Sector Capacity Building Project
Statistical Capacity Upgrading Component (DCS Component)

Post of Project Manager (01 Vacancy)

Project Background :

The DCS has implemented the Statistical Capacity Upgrading Project (STATCAP Project), under the Public Sector Capacity Building Project of the Government of Sri Lanka (GOSL), with the assistance of the World Bank (WB). The total cost of the STATCAP Project is US\$ 14.05 million. The two key components of the STATCAP Project are the construction of a new building for the DCS and professional development of the DCS staff.

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| The DCS invites applications from qualified persons for the post of Project initially for a period of one year on renewable contract basis. | Manager (PM) to be employed |
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project management principles budget on schedule and within

Drive day-to-day project activities through the application of sound and methodologies

Responsible for ensuring that the project is implemented within the scope.

Development of a project action plan with the help of consultants of the two components and get it approved by the Project Steering Committee (PSC). I Preparation of technical and financial assessments and action plans and submit them to PSC for approval.

Preparation of quarterly budget notes for approval.

Preparation of Project Progress Reports for monitoring and evaluation purposes and responsible for reporting the implementing progress to WB.

Responsible for communication, including status reporting.

Recommend and approve the operation costs incurred by the Project Management Unit

Respond to each Audit Report, usually within two weeks of issue, with a time table for implementing agreed recommendations.

- x. Procurement management and financial management functions related to the sub components of Statistical Capacity Upgrading component.
- xI. Provide managerial and technical support to Project Director.
- xII. Preparation of Terms of References for consultants to be hired in consultation with the subject matter specialists of the DCS.
- xIII. Supervise and review the work done by the consultants and advise PSC as appropriate.

Qualifications :

The candidate should possess a Chartered/Corporate Membership of a recognized professional institution of Postgraduate Qualification (Masters/Diploma) in the field of Project Management or any other relevant field with minimum of 08 years post qualification experience in Senior Management Level.

OR

Class I Officer of the Government ALL Island Services or similar status in the relevant field with minimum of 5 years experience in Class I level.

AND

Out of total working experience, the candidate is required to have a minimum of 2 years working experience in the project management activities in foreign funded projects, preferably in quantity surveying.

Applications of the Officers in the State Service / Provincial Government Service and State Corporations must be forwarded through their Heads of Institutions.

Age Limit : 57 years or below.

Remuneration :

Salary for the above position is negotiable within the provisions of the Management Services Circular No. 33 of 5th April 2007 and 33 (1) of December, 2007.

Interested and eligible candidates are invited to submit their applications under Registered Cover to reach the "Project Director, STATCAP Project, No. 15, Maitland Crescent, Colombo 7" on or before 30th July, 2010. The post applied for should be clearly marked on the top left hand side of the envelope.

Director General
Department of Census and Statistics,
15/12, Maitland Crescent,
Colombo 7.