



Industrial Development Board of Ceylon

(Ministry of Industry and Entrepreneurship Development)



VACANCIES

Industrial Development Board is a premier state sector organization set up by Act No. 36 of 1969, entrusted with the responsibility of encouraging, promoting and developing the Industrial Sector in Sri Lanka.

We are looking for experienced, result oriented and dynamic individuals who could accept the responsibilities mentioned below.

Applications are invited from Sri Lankan Citizens for the posts mentioned below.

01. Post of Director Finance - HM 1-2 one-year Contract Basis (Renew based on Performance) 01 position

Educational / Professional Qualifications - (1 or 2 below)

1. Bachelor's Degree in the field of Accountancy/Finance/Business Administration/Commerce which is recognized by the U.G.C or Higher National Diploma in Accountancy (HNDA) and Masters degree from a University recognized by the U.G.C.

OR

2. Full Membership of the Chartered Accountants of Sri Lanka (ICASL)/Chartered Institute of management Accounts UK (CIMA)/Associate of Certified and Corporate Accounts (ACCA)

And

Minimum of fifteen (15) years experience in the relevant field of Managerial Level in a Corporation, Board or a reputed Mercantile Establishment.

Monthly payments: Rs.132,105 and cost of Living Rs.17,800.

02. Post of System Administrator - MM 1-2 - One-year Contract Basis (Renew based on Performance) 01 position

Educational / Professional Qualifications

1. Bachelor's Degree in Computer Science from University recognized by the U.G.C with minimum 03 years post qualifying experience in the relevant field.

Monthly payments: Rs.98,436 and cost of Living Rs.17,800

03. Post of Development Officer (Excluding for Rubber and Polymer)- JM 1-1- One-year Contract Basis (Renew based on Performance) 03 positions

Educational / Professional Qualifications (1 or 2 below)

1. A Bachelor's Degree in Science/Agriculture/Business Administration/Management/Public Administration/Commerce/Economics which is recognized by the U.G.C.
2. Having Passed the intermediate examination of a recognized Professional Chartered institute of which the subject area is relevant to the post.

Monthly payments: Rs.58,615 and cost of Living Rs.17,800

04. Post of Supplies Officer - JM 1-1- One-year Contract Basis (Renew based on Performance) 01 position

Educational / Professional Qualifications

A Degree in Management/Commerce/Business Administration/Public Administration from a University recognized by the U.G.C. with 01 year post qualifying experience in supply work in a reputed establishment in relevant field and a one-year certificate course in supplies and Material Management.

Monthly payments: Rs.58,615 and cost of Living Rs.17,800

05. Post of Engineering Assistant - MA2-1- One-year Contract Basis (Renew based on Performance) 06 positions

Educational / Professional Qualifications

Having passed G.C.E.(O/L) Examination in six Subjects in one sitting with credit passes for four Subjects including Sinhala/Tamil & Mathematics.

And

Having Passed three Subjects (other than the General paper) at the G.C.E.(A/L) Examination.

And

Having obtained a Certificate of proficiency not below than the (N.V.Q Level 05) issued by Technical/vocational Training Institute accepted by the tertiary and vocational Education commission in the relevant field of Mechanical/Civil/Electrical/Automobile/Rubber and polymer.

Monthly payments: Rs.43,379 and cost of Living Rs.17,800

06. Post of Book Keeper - MA2-1 One-year Contract Basis (Renew based on Performance) 02 positions

Educational / Professional Qualifications

Having passed G.C.E.(O/L) Examination in six Subjects in one sitting with credit passes for four Subjects including Sinhala/Tamil & Mathematics.

And

Having Passed three Subjects (other than the General paper) at the G.C.E.(A/L) Examination.

And

Successfully Completed a course in relevant field not below the N.V.Q. Level 5 conducted by a recognized institute of Technical Training with at least 02 years' experience in same capacity.

Monthly payments: Rs.43,379 and cost of Living Rs.17,800

07. Post of Laboratory Assistant- MA2-1- (1 or 2 or 3 below) One-year Contract Basis Renew based on Performance) 04 positions

Educational / Professional Qualifications

1. Having obtained Higher National Diploma in Food Technology issued by a technical/Vocational education commission (not below than the NVQ Level 05)
2. Having Obtained a Diploma in Laboratory technology offered by the open University
3. Having Passed six Subjects at the G.C.E. (O/L) Examination in one sitting with credit passes for four subjects including Sinhala, Tamil/ Mathematics.

And

Having passed three subjects at the G.C.E. (A/L) examination in science stream with Chemistry as a subject.

Monthly payments: Rs.43,379 and cost of Living Rs.17,800

08. Post of Management Assistant - MA1-1- One-year Contract Basis (Renew based on Performance) 04 positions

Educational / Professional Qualifications

Having passed G.C.E.(O/L) Examination in six Subjects in one sitting with credit passes for four Subjects including Sinhala/Tamil & Mathematics.

And

Having Passed three Subjects (other than the General paper) at the G.C.E.(A/L) Examination.

And

Computer Literacy

Monthly payments: Rs.40,403 and cost of Living Rs.17,800

09. Post of Sales Assistant - MA1-1- One-year Contract Basis (Renew based on Performance) 03 positions

Educational / Professional Qualifications

Having passed G.C.E.(O/L) Examination in six Subjects in one sitting with credit passes for four Subjects including Sinhala/Tamil & Mathematics.

And

Having Passed three Subjects (other than the General paper) at the G.C.E.(A/L) Examination.

And

Computer Literacy with Minimum 02 years' experience in sales

Monthly payments: Rs.40,403 and cost of Living Rs.17,800

10. Post of Foundryman - PL -3- One-year Contract Basis (Renew based on Performance) 05 positions

Educational / Professional Qualifications

Person who have sat for G.C.E. (O/L) Examination and passed a minimum of 02 subjects

And

Successfully completion of a certificate course not below (N.V.Q.) Level 04 in the relevant field conducted by a recognized organization.

Monthly payments: Rs.38,387 and cost of Living Rs.17,800

11. Post of Pattern Maker - PL -3- One year Contract Basis (Renew based on Performance) 02 positions

Educational / Professional Qualifications

Person who have sat for G.C.E. (O/L) Examination and passed a minimum of 02 subjects

And

Successfully completion of a certificate course not below (N.V.Q.) Level 04 in the relevant field conducted by a recognized organization.

Monthly payments: Rs.38,387 and cost of Living Rs.17,800

12. Post of Rubber Machine Operator - PL -3- One-year Contract Basis (Renew based on Performance) 02 positions

Educational / Professional Qualifications

Person who have sat for G.C.E. (O/L) Examination and passed a minimum of 02 subjects

And

Successfully completion of a certificate course not below (N.V.Q.) Level 04 in the relevant field conducted by a recognized organization.

Monthly payments: Rs.38,387 and cost of Living Rs.17,800

13. Post of Electroplater - PL -3- One-year Contract Basis (Renew based on Performance) 01 position

Educational / Professional Qualifications

Person who have sat for G.C.E. (O/L) Examination and passed a minimum of 02 subjects

And

Successfully completion of a certificate course not below (N.V.Q.) Level 04 in the relevant field conducted by a recognized organization.

Monthly payments: Rs.38,387 and cost of Living Rs.17,800

14. Post of Polisher PL -3- One year Contract Basis (Renew based on Performance) 02 positions

Educational / Professional Qualifications

Person who have sat for G.C.E. (O/L) Examination and passed a minimum of 02 subjects

And

Successfully completion of a certificate course not below (N.V.Q.) Level 04 in the relevant field conducted by a recognized organization.

Monthly payments: Rs.38,387 and cost of Living Rs.17,800

15. Post of Office Aid - PL -1- one year Contract Basis (Renew based on Performance) 06 positions

Educational / Professional Qualifications

Person who have sat for G.C.E. (O/L) Examination and passed a minimum of 02 subjects

Preference will be given to those who have relevant experience.

Monthly payments: Rs. 36,475 and cost of Living Rs.17,800

Age Limit HM 1-2: Should be not less than 35 years and not more than 55 years.

Age Limit MM 1-2: Should be not less than 22 years and not more than 45 years.

Age Limit JM 1-1: Should be not less than 22 years and not more than 45 years

Age Limit MA 2-1: Should be not less than 18 years and not more than 45 years

Age Limit MA 1-1: Should be not less than 18 years and not more than 45 years

Age Limit PL: Should be not less than 18 years and not more than 45 years

Statutory Benefits

- Transport facility or allowance for HM(1-2) category will be provided as per Public Enterprises Circular No.PED 1/2015.

GENERAL CONDITIONS

1. Applications must be submitted with the copies of Birth, Educational, Professional and Experience Certificates. Applications giving full particulars of qualifications and experience (with exact dates) and relevant personal data with names and addresses of two non-related referees should be sent under Registered Post with the name of the post applied for **marked on the top left-hand corner** of the envelope to reach the undersigned on or before **14.11.2025**.
2. Applications from candidates in the Government Departments / Corporations and Statutory Boards should be forwarded through their respective Heads of Institutions.
3. Candidate who is selected to the post will be entitled to EPF contribution which will be 10% by the employee. EPF and ETF contribution by the Board will be 12% and 3 % respectively.
4. The upper age limit will not apply to those who are already in the Public Service/Corporations/ Statutory Boards.
5. Applications not complying with all the requirements mentioned above will be rejected.
6. Any form of canvassing would be a disqualification.

Address : Chairman
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