



**Ministry of Provincial Roads, Transport, Cooperatives, Trade, Housing and
Constructions, Estate Infrastructure, Industries and Rural Development**

Road Passenger Transport Authority (Western Province)

VACANCIES

Applications are invited from qualified citizens of Sri Lanka for recruitment to the following vacant posts that exist at this Authority.

Position	No. of Vacancies	Annual Salary Scale (Rs.)	Age as at 20.03.2025 (Years)
01. Regional Manager MM 1-1	02	53,175 + 10x1,375 + 15x1,910 – 95,575	Not less than 22 years and not more than 45 years
02. Internal Auditor MM 1-1	01	53,175 + 10x1,375 + 15x1,910 – 95,575	
03. Administration Officer (Running) JM 1-1	01	42,600 + 10x755 + 18x1,135 – 70,580	

- Above maximum age limit will not be applicable to internal applicants.

Qualifications for Recruitment

01. Regional Manager MM 1-1 – 02 Vacancies

External Applicants

A Bachelor's degree in the subjects such as Business/Public Administration, Transport and Logistics, Human Resources Management, Commerce, Engineering recognized by the University Grants Commission with at least three (03) years service experience in the relevant field in a corporation, board or reputed commercial establishment after obtaining the degree.

Note : Special skills obtained in Public Relations and Transport Service are essential

Internal Applicants

At least five (05) years satisfactory service experience in a grade 1 post relevant to the field of the Junior Management category.

Note : Preference will be given to persons with Past qualifications and service experience in field work.

02. Internal Auditor MM 1-1 – 01 Vacancy

External Applicants (Should have obtained following i or ii or iii qualifications and the service experience mentioned in vi)

i. Should have obtained a bachelor's degree in Business / Public Administration, Accountancy Management or Commerce recognized by the University Grants Commission

or

ii. ICASL Certificate / Licentiate II Certificate / Passed Part Three (iii) of CIMA or ACCA

or

iii. Should have passed the Higher National Diploma in Accounting (HNDA) offered by the Sri Lanka Technical College

with

iv. At least three (03) years service experience in Accountancy / Auditing field in a corporation, board or reputed commercial establishment after obtaining the above qualifications.

Internal Applicants

At least five (05) years satisfactory service experience in a grade 1 post relevant to the field of the Junior Management category (Accounting / Auditing Officer)

03. Administration Officer (Running) JM 1-1 – 01 Vacancy

External Applicants

Should have obtained a Bachelor's degree recognized by the University Grants Commission in Business / Public Administration, Commerce, Transport and Logistics, Civil Engineering, Statistics, Management and at least one (01) year's service experience in a government department, government corporation, board or reputed commercial establishment after obtaining the degree.

Internal Applicants

At least five (05) years satisfactory service experience in a grade 1 post relevant to the field of the Management Assistant category

Method of Recruitment

All recruitments will be made based on the results of the structured interview.

Marks are given at the interview as follows :

Criteria	Marks
For the relevant additional experience	30
For the relevant additional qualification	30
Other Performances/achievements	15
Proficiency level at the Interview	25
Total Marks	100

Nature of Appointment

These posts are permanent without pension and entitled to Employees Provident Fund and Employees Trust Fund.

Conditions of Service and General Provisions

Every applicant,

- Should be a citizen of Sri Lanka and should prove minimum three (03) years permanent residency within Western Province
- Should be physically and mentally fit to discharge the duties entrusted to the post and to serve in any service station within the Western Province
- Should have an excellent moral character
- Selected external applicants will be subjected to a probation period of three (03) years from the date of assuming duties and the applicants who are already made permanent in government service will be subjected to one (01) year of acting.
- All employees should contribute 8% to the Employees Provident Fund and the Authority will contribute 12%. Further, the Authority will contribute 3% to the Employees Trust Fund.
- In addition to the above will be entitled to Cost of Living allowance of Rs. 17,800.00 and to the benefits approved relevant to the posts by circulars.

Method of Applying

Those who have fulfilled the above qualifications should attach the photocopies of the certificates to prove the educational and professional qualifications and the Grama Niladhari Certificate confirming the residency to the self prepared application and should be sent by registered post to the address given below to receive on or before **20.03.2025**. Post applying for should be mentioned on the left top corner of the envelope containing the application. Applicants already in government service should submit their applications through the respective Divisional Heads. Incomplete and late applications will not be accepted. Applications will not be acknowledged.

**Gamini Jasinghe
Chairman**

Western Provincial Road Passenger Transport Authority

No. 89,

"Ranmagapaya"

Kaduwela Road,

Battaramulla.

27.02.2025