



## LOCAL LOANS AND DEVELOPMENT FUND

### Vacancies

Local Loans and Development Fund is a statutory body established under the Local Loans and Development Ordinance, No.22 of 1916. The main objective of this institute is, provision of Loan requirements to the Local Authorities for investment in capital projects and infrastructure development. This institution is functioning under the Ministry of Provincial Councils and Local Government. Applications are invited from Citizens of Sri Lanka for the following vacancies.

### POST OF DEVELOPMENT OFFICER

(For the districts of Colombo/Kaluthara/Trincomalee/Rathnapura)

(No of vacancies – 04)

#### (01) Educational Qualifications

A degree from a recognize University of Sri Lanka preferably will be given to degree holders in the field of Arts, Commerce and Management.

#### (02) Additional Qualifications

(i) Having passed the intermediate examination of institute of Chartered Accountants of Sri Lanka (ICASL) or Similar recognized professional Institutes,

And

(ii) At least one (01) year post qualifying experience in Accountancy or Audit filed.

(iii) An intelligent of the field of Information Technology (IT) is an added advantage.

#### (3) Age Limit

Age should not be less than 22 and not more than 35 years.

#### (4) Salary Scale

32,200 – 10x445 – 11x660 – 10x730 – 5x750 – 54,960

(monthly) (as per Management Service Circular No. 2/2016 - MA 3-2016, as at 01.01.2018 Basic Salary – Rs.25,560/- + Adjustment Allowance of Rs.3,160/-) (plus government approved allowances)

## **POST OF MANAGEMENT ASSISTANT**

**(For the Head Office)**

**(No of vacancies – 04)**

### **(01) Education Qualifications**

#### **(a) External Candidates**

- (i) Having passed the G.C.E. (O/L) Examination in six subjects with credit passes for four subjects including
  - a) Sinhala / Tamil
  - b) Mathematics
  
- (ii) Having passed three subjects (other than the General paper) at the G.G.E. (A/L) examination.

### **(02) Other Qualification**

- (a) Having a Certificate Course or any other similar qualification in the field of Accountancy. (Post qualification experience in the Accountancy field is an added advantage)
- (b) Should have obtained a certificate from a reputed institute (At least one (01) year) on MS Office.

#### **(b) Internal Candidates**

##### **Qualifications**

- (a) Employees of the Categories of Primary Level – Skilled and Unskilled who possess the following qualifications are (“b”, “c” and “d”) eligible to apply.
- (b) Having passed the G.C.E.(O/L) examination in six subjects with credit passes for four subjects including first language and Mathematics.
- (c) Employee should be in a permanent post.
- (d) Having completed a minimum of five (05) years satisfactory service in a permanent post under the above employee category.

##### **Professional Qualification**

Should have obtained a certificate from a reputed institute (At least one (01) year) on MS Office (including Spread Sheets, MS Words, Data Base, Operating Systems)

**(02) Age Limit** – Should not be less than 18 years and more than 30 years. The upper limit will not be applied to internal candidates.

**(03) Salary Scale**

27,910 – 10x300 – 7x350 – 4x495 – 20x660 – 48,540 (monthly) (as per Management Service Circular No. 2/2016, MA 1-1-2016, as at 01.01.2018 Basic Salary – Rs.22,126/- + Adjustment Allowance of Rs.4,092/-) (plus government approved allowances)

**Conditions of Employment**

- i. The Post is permanent and subjects to 03 years probation period.
- ii. Employee's contribution to the E.P.F will be 12% and 3% to the E.T.F while the employee's contribution to E.P.F shall be 8%.
- iii. The recruitment is by an structured interview.
- iv. The applicants who are already in the Public Service should forward their applications through the respective Heads of their institutions.

Please send your duly completed application with two non-related referees before 2018.04.27, by registered post. Please write the post applied on the top left hand corner of the envelop. Applications should be send to the Chief Executive Officer, Local Loans and Development Fund, 24 A, Ward Place, Colombo 07.

Chairman

Local Loans and Development Fund