



## VACANCY

MINISTRY OF POWER & ENERGY

### SRI LANKA ATOMIC ENERGY BOARD

Applications are invited from citizens of Sri Lanka who possess the qualifications and experience indicated below for the following post.

**Every applicant,**

Should be a citizen of Sri Lanka .

Should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the Island.

Should be of excellent moral character .

**01. Post of Director General/ Chief Executive Officer (C.E.O.)**

Employee Category as per MSD Circular No.30 – Senior Manager (HM 2-3)

**Job Description :**

- Overall administrative and financial control of the Institute.
- Answerable and accountable as Director General for all assets, resources, operational management and financial functions of the organization.
- Participate in the Board Meeting as a non-voting member, submission of Board papers through Chairman, for decision making at Board meetings and communication of board decision in the format prepared by the Secretary to the Board to the members of the senior management for implementation.
- Decision making and implementation within the policies, plans, programs, projects approved by the Board.
- Preparation of the three year Corporate Plan, Annual Implementation Plan, Annual Financial Estimates, Annual Procurement Plan with inputs from the Members of the Senior Management Committee (SMC) based on the vision/mission/objectives/ goals to address changing needs of the Organization, Sectors of Science and Technology, Agriculture, Human Health, Industry, Education, Energy in line with national policies, leading to sustainable development and ensuring the sustainability of the organization.
- Keep abreast with Government Circulars, Codes, Acts, Regulations Guide Lines for Good Governance of Public Enterprises and any other documents of national and international relevance.
- Provide leadership to mobilize physical and human resources to produce results based on the plans, programs, Projects and Policies approved by the Board.
- Liaison with the line Ministry and other national/international organizations such as Departments, Organizations, Universities etc.
- Maintain the disciplines of employees and employer employee relationships conducive for the sustainability of the organization.

- Interaction with stake holder organizations of relevant sectors, development, finance, human resource development and public accountability.
- Participation in Parliamentary Consultative Committees, Committee on Public Enterprises (COPE) and any other events where representation of the institute is required.
- Arrangements for international cooperation.
- Arrangements to conduct training programmes.
- Representation at local and international conferences, seminars, workshops etc.
- Arrangements and preparation of reports and publications.
- Arrange and design and implement human resource development programmes.
- Performance appraisal of personnel.
- Any other function assigned by the Board or higher authorities.

**Qualifications :**

**External : (1 or 2 below)**

1. A Bachelor's degree in Science/ Business Administration/ Public Administration/ Public Management/ Business Management/ Human Resource Management or Management which is recognized by the U.G.C

**AND**

A Postgraduate Degree in Science/ Business Administration/ Public Administration/ Public Management/ Business Management/ Human Resource Management/ Management or Corporate/ Associate Membership of a recognized professional Chartered Institution in Management

**AND**

At least 20 years' experience in Managerial Level out of which 05 years of experience should be at Senior Managerial Level with a proven track record in a Corporation, Board or a reputed Mercantile Establishment after obtaining the first degree.

2. Bachelor's degree in Science/ Business Administration/ Public Administration/ Public Management/ Business Management/ Human Resource Management or Management which is recognized by the U.G.C.

**AND**

PhD degree in Science/ Business Administration/ Public Administration/ Public Management/ Business Management/ Human Resource Management or Management

**AND**

At least 05 years' experience at Senior Managerial Level with a proven track record and management experience in a Corporation, Board or a reputed Mercantile Establishment after obtaining first degree.

**Internal:**

A minimum of five (05) years satisfactory service in the post of Director of the Senior Manager Category in the subject area relevant to the post.

**AND**

A proven ability to lead and direct multi-disciplinary teams.

Experience in proper deployment and efficient management of human and other resources

**Age** : Age should be not less than 35 years and not more than 55 years. The upper age limit will not apply to internal candidates.

**Employee Category As per MSD Circular No. 30: Senior Manager (HM 2-3)**

**Salary Code :** HM 2-3 2016

**Salary Scale:** Rs. 98,215/- 12x2700/- = 130,615 (monthly) as per MSD Circular 02/2016. (In addition to the above salary Government approved other allowances will be paid.)

**Method of Recruitment:**

By a structured interview, conducted by a panel appointed by the appointing authority.

**Nature of appointment:**

On permanent basis with entitlement of EPF and ETF.

**Other Benefits** : Other benefits entitled to this post will be provided as per the applicable government circulars.

Application with full bio-data, names and addresses of two non related referees and copies of certificates relevant to the post should be forwarded by registered post to reach the Chairman, Sri Lanka Atomic Energy Board, 60/460, Baseline Road, Orugodawatta, Wellampitiya., on or before 27<sup>th</sup> December 2023 or by e-mail to [recruitment2023@aeb.gov.lk](mailto:recruitment2023@aeb.gov.lk) on or before 27<sup>th</sup> December 2023. (When forwarding applications through e-mail, the application and the other documents should be attached as a single file (PDF - Zip file)) The post for which the application is forwarded should be mentioned on the left hand top corner of the envelope. Those who are employed in the State Sector/ Corporation/Statutory Boards should forward their applications through the respective Head of Institution.

**Chairman,  
Sri Lanka Atomic Energy Board.  
60/460, Baseline Road, Orugodawatta, Wellampitiya .  
Tel: 0112-533427-8**