



# Ministry of Transport and Highways

## Road Development Authority



### Employment Opportunity

Applications are hereby invited from eligible officers to fill the following vacant posts based on the new SOR - 2023 approved by the Management Service Department (MSD) with effect from 14.07.2023.

1. **Post: Additional Director General (Construction, Asset Operation & Maintenance)**
2. **Post: Additional Director General (Expressway Management & Projects)**

#### Qualifications for External Candidates :(i or ii below)

- i. A Bachelor of Science in Civil Engineering Degree which is recognized by the UGC.

**AND**

A Chartered Engineer with Corporate Membership of the Institution of Engineers Sri Lanka (IESL) or any other professional Engineering Institution recognized by the Institution of Engineers Sri Lanka (IESL) and registration in Engineering Council Sri Lanka (ECSL) as a Chartered Engineer.

**WITH**

Minimum of 18 years' experience in the relevant field at a "Managerial Level" out of which 04 years of experience should be at "Senior Managerial Level" with a proven track record in a corporation, Statutory Board / Institution or a reputed private institution.

- ii. A Bachelor of Science in Civil Engineering Degree which is recognized by the UGC.

**AND**

PhD Degree relevant to the subject area of the post.

**AND**

A Chartered Engineer with Corporate Membership of the Institution of Engineers Sri Lanka (IESL) or any other professional Engineering Institution recognized by the Institution of Engineers Sri Lanka (IESL) and registration in Engineering Council Sri Lanka (ECSL) as a Chartered Engineer.

**AND**

At least 04 years' experience in the relevant field at "Senior Managerial Level" with a proven track record and management experience in a corporation, Board or a reputed Mercantile Establishment after obtaining PhD Degree.

#### Qualifications for Internal Candidates :(iii below)

- iii. A Chartered Engineer with Corporate Membership of the Institution of Engineers Sri Lanka (IESL) or any other professional Engineering Institution recognized by the Institution of Engineers Sri Lanka (IESL) and registration in Engineering Council Sri Lanka (ECSL) as a Chartered Engineer.

**AND**

Minimum of two (02) years satisfactory service in a post in the Senior Manager category (HM 2-1) or minimum of total four (04) years satisfactory service in a post in the Senior Manager Category (HM 1-3) in RDA.

**AND**

A proven ability to lead and direct multi-disciplinary teams. Experience in proper deployment and efficient management of Human and other Resources.

3.

**3.1. Age :**

Should be not less than 35 years, and not more than 55 years. The upper age limit will not be applicable to internal candidates.

**3.2. Other:**

Every Applicant,

- i. Should be a citizen of Sri Lanka.
- ii. Should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the Island.
- iii. Should be of excellent moral character.

**3.3. Recruitment Procedure:**

As determined by the Board of Directors recruitment will be done after calling applications through a public advertisement or a newspaper advertisement followed by a structured interview conducted by a panel appointed by the Appointing Authority.

- i. All recruitments to this category should be strictly in compliance with the provision of this Scheme of Recruitment.
- ii. The Manual of Procedures (M.O.P.) of the RDA shall be applicable to terms of employment after recruitment and all matters pertaining to that.
- iii. The provision in this Scheme of Recruitment shall supersede the provision in the M.O.P. in respect of the matters provided in this Scheme of Recruitment.

**3.4. Structured Interview:**

Marks allocated for the interview are as follows:

- |   |                  |
|---|------------------|
| • Relevant additional experience                              | - 30 Marks       |
| • Relevant additional/Educational/professional qualifications | - 30 Marks       |
| • Other achievements  | - 15 Marks       |
| • Performance at the interview                                | - 25 Marks       |
|   | <u>100 Marks</u> |

Appointments will be made purely in the order of merit at the interview.

**3.5. Qualifying Date:**

The applicant can be treated as qualified only if he/she has completed the necessary qualifications specified under 1, 2, 3.1 and 3.2 before the closing date of applications.

**3.6. Confirmation:**

An employee appointed to this category external will be on probation for a period of three years. He/ She will be confirmed at the end of this period provided that his/ her performance and conduct have been satisfactory during the above period. The employees selected internally who are already confirmed in the previous post will be subjected to an acting period of one year.

**3.7. Salary at Recruitment:**

Persons recruited externally will be placed at the initial step of the relevant salary scale. The salary of persons recruited internally will be determined in terms of the provisions in chapter VII of the Government Establishment Code.

4. Appointing authority will be the Board of Directors of the RDA.

5. Definition:

5.1. For all purposes arising out of this Scheme of Recruitment "Satisfactory Period of Service" means, a period of service during which all the due salary increments during the period immediately preceding the date of application for promotion, have been earned and not subjected to any punishment (other than a warning or a severe warning) for any offence committed by the officer during the period.

5.2. "Due date" means the date on which this Scheme of Recruitment comes in to effect.

6. Salary scale: HM 2-2 - 2016 Rs. (93,020 - 12 x 2,700 - 125,420) + all other allowances approved by the Government and Road Development Authority.

7. Submission of the Application:

Duly completed applications along with educational (with degree transcript), professional qualifications and service experience certificates should be sent to Additional Director General (Human Resources), Road Development Authority, "Maganeguma Mahamedura", First Floor, No. 216, Denzil Kobbekaduwa Mawath, Koswatta, Battaramulla on or before 26.04.2024 and the post applied for should be clearly indicated on the top left corner of the envelope.

➤ General Conditions applicable to the post:

- Employees' Provident Fund contribution by the Authority is 12% against 8% by the Employees plus additional contribution of 3% towards Employees' Trust Fund.
- An assigned vehicle with the approved fuel allowance or transport allowance will be provided by the terms of the prevailing public enterprise circular No. PED 1/2015, 1/2015(i), 1/2015(ii) & Administration circular No. 2022/CL/05, RDA/DG/Circular/2022/01.
- Applicant working in the Govt. Departments / state corporations / statutory boards & Authorities should send their applications through the respective heads of the institution / organization.
- Name, address and telephone numbers of two non-related referees should be stated in the application to obtain verifications of the applicant.
- The Qualifications mentioned in the application itself and the relevant certificates such as professional, educational (with relevant transcript) & service experience certificates etc. annexed with the application should be considered only for short listing the applications and selection process.
- Applications that are not properly filled in accordance with the given format and non-submission of photocopies of relevant certificates together with the application will be rejected.
- The required formal application is annexed herewith.
- The applications were called for the above 02 Nos. ADG posts internally earlier by my circular letter No. 2024/CL/16 dated 11.03.2024. Accordingly the closing date is extended up to 26.04.2024. Those who have already sent the Applications for these two (02) Nos. ADG Posts don't need to apply again based on this notice.

  
Director General  
Road Development Authority

**Application for the Post of Additional Director General (Construction, Asset Operation & Maintenance) / Additional Director General (Expressway Management & Projects) in the Road Development Authority**  
**(for External / Internal Candidates)**

01	Name with initials:		
02	Name in full:		
03	Address:	Private:	
		Official:	
04	Date of Birth (Year/Month/ Date):		
05	National Identity Card Number:		
06	Nationality:		
07	Gender : Male/Female		
08	Telephone Number and Fax number:	Private	
		Official	
		Mobile	
		Fax:	
		E-Mail Address	
09	PF No:		
10	Date of Frist Appointment :		
11	Present position & place of work:		
12	Date of promoted to the present Grade :		
13	Present Salary Code:		

14 Qualified under which category as per the Circular: Category : i / ii / iii

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**External Qualification**

**Category – (i)**

**Degree Qualifications:**

Title of the Degree	Name of the University/ Institution	Local or Foreign	Effective date of Qualification

**AND**

**The Membership in the chartered Institute:**

Membership Category	Institution	Effective date

**AND**

**Experience:**

Organization	Position/ Designation	Salary Code approved by MSD	Period From - to	No. of Years

**Category (ii)**

**Degree Qualifications:**

<b>Title of the Degree</b>	<b>Name of the University/ Institution</b>	<b>Local or Foreign</b>	<b>Effective date of Qualification</b>

**AND**

**PhD Degree Qualification:**

<b>Title of the PhD</b>	<b>Name of the University/ Institution</b>	<b>Local or Foreign</b>	<b>Effective date of Qualification</b>

**With**

**The Membership in the chartered Institute:**

<b>Membership Category</b>	<b>Institution</b>	<b>Effective date</b>

**AND**

**Experience:**

<b>Organization</b>	<b>Position/ Designation</b>	<b>Salary Code approved by MSD</b>	<b>Period From - to</b>	<b>No. of Years</b>

**Internal Qualification**

**Category (iii)**

**The Membership in the chartered Institute:**

<b>Membership Category</b>	<b>Institution</b>	<b>Effective date</b>

**AND**

**Experience:**

<b>Organization</b>	<b>Position/ Designation</b>	<b>Salary Code approved by MSD</b>	<b>Period From - to</b>	<b>No. of Years</b>



17. Non-related Referees

i. Name -  
Address -  
Contact No. -

ii. Name -  
Address -  
Contact No. -

I certify that the above particulars furnished by me are true and correct.

Date: .....

Signature of the Applicant: .....

**Director General,  
RDA**

Mr. / Mrs. ...., ..... (Designation) has been working in our organization since ..... If he/she is selected for this post. He / She can be released from our Organization.

Date: .....

.....

Head of the organization / division