



Ministry of Transport, Highways and Urban Development

Applications are invited among the all Citizens of Sri Lanka including Government, Semi-Government officers for position of **Project Internal Auditor** of below mentioned projects implemented under the Ministry of Transport, Highways and Urban Development.

These appointments will be subjected to the provisions of Management Service Circular No.01/2019 issued by the Ministry of Finance on 05.03.2019

Name of the Project	Number of Vacancies	Project Value (USD million)	Designation
BadullaChenkaladi Road Improvement Project	01	US \$ (15 - 50) million category	Project Internal Auditor
Miscellaneous Foreign Aided Project (MFAP)	01	US \$ (50 - 100) million category	
Inclusive Connectivity & Development Project	01	Above US \$ (100-250) million category	

According to the above-mentioned MSD Circular 1/2019, Annexure 01,

Internal Auditor (PS 04) basic qualifications are given below

Basic Educational Qualifications	Post Qualifying Experience as per Project value		
(1) or (2) below	US \$ (15 - 50) million category	(US \$ 50-100 million category)	Above US \$ (100-250) million category
01) A successfully completed Bachelor's Degree in the relevant field, which is recognized by the University Grants Commission Or A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field. Or An Associated membership/ A similar professional qualification obtained from a recognized professional institution in the relevant field	With At least 06 years Post Qualifying experience in the relevant field.	With At least 07 years Post Qualifying experience in the relevant field.	With At least 08 years Post Qualifying experience in the relevant field..

02. An officer of the Government All island Services Class III/II or above or similar status in the relevant field	With At least 06 years of experience in Class III/II post	With At least 07 years of experience in Class III/II post	With At least 08 years of experience in Class III/II post
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Note-

Relevant field means “Audit Field” and experience also should have in relevant field.

General Conditions:

- Recruitment, salary, benefits and other service conditions will be as per the provisions stipulated in Management Services Circular No. 1/2019 issued by the Ministry of Finance on 05.03.2019.
- Selections will be based on a structured interview and other circular conditions.
- All applications must be filled according to the format given in this circular and send all copies of relevant documents.
- If applying for more than one post, separate applications should be submitted for each post.

01. Age Limit:

- Below 60 years for Government, Semi- Government Officers
- Below 64 Years for Others

02 Salary:

- Salary and allowances will be paid based on the Management Service Circular no. 01/2019 issued by the Ministry of Finance.

03. Terms of Employment:

- The appointment will be on a contract basis, initially for a period of one year. An extension could be considered based on the Service requirement and performance.
- If the applicant already holds a permanent post in the Government, Semi- Government Institution, the appointment will be based on the releasement basis mentioned on para 2.3.3 in 1/2019 MSD Circular, that recommended by the appointing authority of the substantive post and the considering correct releasement basis.
- Candidates who have not completed the application properly and have not submitted the correct data along with the application, and those who have not fulfilled the qualifications and other requirements specified in the Management Services Circular No. 1/2019 will not be considered for appointments.
- The decision on grant appointments and service extensions is at the discretion of the Secretary of the Ministry according to in terms of the circulars and other provisions.

04. Recommendation of the Institution Head

Applicant who already holds a permanent post in the Government/Semi- Government Institutions should be sent their applications through the Head of the Institute and with the consent of releasement from the substantive post and recommendation of the releasement basis according to the para 2.3.3 in 1/2019 MSD Circular. (Otherwise application will be rejected.)

05. Submission of the Application

Duly filled applications should be submitted along with the particulars of academic qualifications, transcript of the basic degree, work experiences and other relevant information according to the format given below under registered post, indicating the name of the post & project as appeared in the advertisement written on the top left hand corner of the envelope, to **Secretary, Ministry of Transport, Highways and Urban Development, "Maganeguma Mahamedura", No.216, Denzil Kobbekaduwa Mawatha, Koswatta, Battaramulla** or hand over to Ministry Administration Division on or before 06.02.2026

06. For Special Attention

- **Applications that are not properly filled in accordance with the given format will be rejected.**
- **Only the qualifications that submitted certificate copies with the application will be considered for selection.**

07. For any Inquiry Please Contact

0112271048

08. If there is any incompliance between the language phrases of this advertisement published in the Sinhala, Tamil & English media, facts in the Sinhala advertisement shall prevail.

Application format - Annexure 1

Secretary
Ministry of Transport, Highways and Urban Development

Post applying for

Annexure 1

For office use

APPLICATION FORM

Application for the post of..... for Projects,
Ministry Of Highways

1) Post applying for:
(If applying for more than one post, separate application should be submitted for each post)

2) Name with Initials

(In Sinhala)

මයා/මිය/මෙනවිය

(In English / Block capital letters) Mr./ Mrs. / Miss:

.....

3) Names denoted by the initials

(In Sinhala)

(In English / Block capital letters)

.....

4) Nationality:

5) Gender: Female / Male:

6) National identity card No:

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7) Date of birth:

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8) Age:

(As at application closing date)

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9) Residence details:

Address	
.....	
.....	
.....	
Telephone No	
Mobile No	
E - Mail	

Office details:(Present Employment Place)

Address	
.....	
.....	
.....	
Telephone No	
Fax No	
E - Mail	

10) Educational Qualifications:

No	Course Name	Degree/ P.G.Degree/ P.G Diploma/ Diploma	Subject/ Relevant filed	Validity Date	University/ Training institute
01					
02					
03					

11) Professional qualifications:

No	Professional qualification	Validity Date	Institution	NVQ level
01				
02				

12) Relevant Trainings:

Training Name	Institute	Period	Relevant Field

13) Experiences in Road Development Authority:

Position	Period (From – to)	No of Years

14) Details of previous releasement from the substantive post – if any

Name of the Project / Institution	Position held	Time duration from-to	No of years	Releasement basis		
				Full time (with full - Pay)	Full time (with No - Pay)	Acting

15) Certificate / Letters regarding experience (Attach photocopy)

- I.
- II.
- III.

16) Certification of the Applicant

I certify that I have read the Notice regarding calling for application and fully understood all the details about for this application. There are no judicial proceedings against me and I certify that the information provided by me in this application it true and correct. I am aware that, I am not eligible to the post if the information I have provided is found to be incorrect and I have bound with the rules and regulation which are mentioned in 1/2019 Management Services Circular.

Date:

.....
Signature of applicant

**17) Recommendation of the Head of the Institution
(For Government, Semi- Government officers and Permanent Officers)**

01. I hereby certify that the below mentioned details are true and correct as per the details in Mr./Mrs./Miss. (Name of the applicant) personal file, who is submitted this application is serving in (Present Employment Place)

• PF Number	
• Permanent Designation	
• First Appointment Date	
• Confirmation Date	

02. Applicant is serving in (Present Employment Place) as a (Substantive post of the applicant) and no disciplinary action has been taken against him/her and there is no intention to take disciplinary action.

03.

Name of the Project / Institution	Position held	Time duration from-to	No of years	Release ment basis		
				Full time (with full - Pay)	Full time (with No - Pay)	Acting

Also His/ her previous release ment details from the substantive post that are in above table are confirmed with their personal files.

04. After considering above details and provisions stipulated in Management Services Circular No: 1/2019, He/ She could be released and agreed to be released according to the Para 2.3.3 (a) – Fulltime release ment with full pay basis/2.3.3. (b) – Fulltime release ment with no pay leave basis/2.3.3 (c) – Acting release ment basis for the (Further release ment period) mentioned in said circular, from his/ her substantive post if selected to this post.

Date:

.....
Signature and seal of Head of the Institute