



fi!LH wud;HdxYh

சுகாதார அமைச்சு

Ministry of Health

COVID 19 Emergency Response and Health Systems Preparedness Project

Vacancy Announcement – Full Time (Contract Basis)

COVID 19 Emergency Response and Health Systems Preparedness Project is a World Bank supported project under the Ministry of Health which will be implemented with the objective to prevent, detect and respond to the threat posed by COVID-19 and strengthen national health systems for preparedness in Sri Lanka. The project development result level will be the Emergency Operations Centre for COVID-19 and pandemic responses established, percentage of districts with a tertiary or secondary care hospital with isolation capacity, number of designated laboratories with COVID-19 diagnostic equipment, test kits, and reagents.

The project is expected to be implemented over a period of 3 years and has four components including Component 1- Strengthening Surveillance and Response Systems, Component 2- Strengthening National and Sub-National Institutions for Prevention and Preparedness, Component 3- Strengthening Multi-sectoral, National institutions and Platforms for One Health and Component 4- Implementation Management and Monitoring and Evaluation.

Applications are being called from suitable candidates with stated qualifications and experience. These positions will be based in the Project Management Unit in Colombo. The selected officers may be requested to travel outside where the project activities are carried out as and when required. The selected officers may have to work beyond normal office hours.

01. Procurement Officer (01 Position) – (PS-6)

Duties and Responsibilities

Qualifications

(1 or 2 or 3 below)

1) A 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 Associate Membership / A similar professional qualification obtained from a recognized professional institution in the relevant field.

or
Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7 issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocation Education Commission for a post related to Technical field.

and
At least 03 years of experience in the required area of specialization.

2) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6 issued by a Technical Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.

and
At least 08 years of experience in the required area of specialization

3) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5 issued by a Technical / Vocational Training Institute accepted by Tertiary and Vocation Education Commission for a post related to Technical field.

and
At least 13 years of experience in the required area of specialization

General Conditions

- The appointment for the post is on full time basis.
- The initial contract period will be for one year, with provision for renewal on performance basis till the end of the project.
- Fluency in written and communicate in English/Sinhala will be considered at the Interview.
- The candidate if selected to the post can resign from the post giving one-month prior notice to the Project Director.
- The Secretary of the Ministry of Health, being the disciplinary has the authority to terminate the service of the selected candidate from the post without giving any reasons at any time if he/she wishes that the service of the selected candidate is not necessary anymore. One-month prior notice will be given of the termination of the service.
- Only short-listed applicants will be called for interview.
- Selected applicant should be able to take up the appointment immediately.

Age Limit

- The Applicant should be below 65 years by 20th October 2022.

Salary: According to the Management Service Circular No. 01/2019.

Application with detailed Curriculum Vitae supported by copies of education, experience, and other qualifications with names of two non-related referees along with the contact telephone/fax/email address should be sent to reach the following email (srilankacovidrecruitment@gmail.com) before 20th October

2022. Applications submitted by the applicants confirmed in the Public Service / Provincial Public Service including Local Authorities/ Public Corporations/ Statutory Boards and Fully Government Owned Companies must be endorsed by the Head of the institution/Head of the Department/Secretary to the Ministry to the effect that officer if selected will be released immediately.

Application must be sent with title of the email “*Post of Procurement Officer ERHSP Project*”.

Project Director-

COVID 19 Emergency Response and Health Systems Preparedness Project

4th Floor, No 191, J.R Jayawardena Centre -Colombo 7

Application form

1. Full name of the applicant

2. Name with Initials of the applicant

3. Current Employment and the work place of the applicant (If applicable)

4. National Identity Card Number of the applicant (Please attach a certified copy of the NIC)

5. Post Applied for

6. Contact Details

Applicant Office Address	
Office Phone Number	
Office Fax Number	
Mobile Phone Number	
Home Phone Number	
Home Address	
Email Address	

7. Qualification (certified copies to be attached with the CV)

.....

.....

8. Work experience

.....
.....
.....

9. Special Comments

.....
.....

10. Non-Related Referees

.....
.....

I agree to travel out of Colombo even during weekends as and when required. I certify that the above particulars are correct.

.....

Signature of applicant

.....

Date

Observation and Recommendation

I certify the particulars furnished by the applicant, are correct. (State any incorrect information, if furnished by the applicant).

The candidate can be released for the above post from the current employment in the event of being selected.

.....

Signature of Head of the institution

.....

Date

