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சுவசிரிபாய
SUWASIRIPAYA

මගේ අංකය
எனது இல
My No. SAS (MS)/JICA/2016

ඔබේ අංකය
உமது இல
Your No. :

දිනය
திகதி
Date 22.03.2018

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சுகாதாரம் மற்றும் சுதேச வைத்திய அமைச்சு
Ministry of Health, Nutrition & Indigenous Medicine

Health and Medical Service Improvement Project

Health and Medical Service Improvement Project is launched by Ministry of Health, Nutrition & Indigenous Medicine with an ODA loan granted by government of Japan (JICA) for (i) improving functions of cardiology units and catheter laboratories in selected tertiary care level hospitals in five provinces, (ii) strengthening of facilities in Medical Laboratory technologists (MLT) training schools in three provinces (iii) maintenance capability of Bio Medical Engineering Services (BES) of the Ministry of Health, Nutrition and Indigenous Medicine. Project implementation is scheduled for 5 years from 2018 to 2023.

Applications are invited for the post of Project Director of the Health and Medical Service Improvement Project (HAMSIP) on full time basis. Project Management Unit will be based in Colombo.

Main Duties and Responsibilities

1. Project Director is the head of the Project Management Unit leading overall process and components of the project
2. The project Director shall lead the operational and management responsibility to achieve the project objectives.
3. Project Director will plan, initiate, direct, coordinate and lead project activities to ensure that goals objectives and all components are accomplished within the prescribed time frame and by efficient use of resources.

4. Project Director is responsible for implementation of project activities in accordance with the rules, regulations, guidelines and standards stipulated in the loan agreement and within the framework of accepted financial procedures of Government of Sri Lanka .
5. Project Director will manage the activities of all members of project staff and outline project plan to assign duties, responsibilities and scope of authority.
6. Project Director should facilitate external evaluations and financial audits, as required by Ministry of Health and Ministry of Finance Planning and funding agency.
7. According to the Management Services Circular No.01/2016 dated on 24 th March, the Project Director shall be made available to surcharge for any cost of time overrun of project.

Reporting Obligations:

The Project Director will report to work under the direction of the Secretary Ministry of Health, Nutrition and Indigenous Medicine.

Qualification Requirement:

In accordance with Management Service Circular 01/2016, 24.03.2016

1 or 2 below

1. A Bachelor's degree in related field which is recognized by the University Grants Commission and at least 12years post qualifying experience at managerial level out of which 06 years should be in senior management level.

Or

2. A Bachelor's degree which is recognized by the University Grants Commission and a post graduate degree in the relevant field or full membership of a recognized professional institute in the relevant field with at least 10years post qualifying experience in managerial level.

Senior managerial level experience in managing national level foreign funded project under the health sector of Sri Lanka would be an added qualification.

General Conditions.

- The appointment for the post is on full time basis.
- The initial contract period will be for one year. Renewal will be done on performance basis until the project close.
- The candidate if selected to the post is allowed to resign from the post giving one-month prior notice to the Secretary Ministry of Health Nutrition & Indigenous Medicine.

- The Secretary of the Ministry of Health, Nutrition & Indigenous Medicine has the authority to terminate the service of the selected candidate from the post with the concurrence of JICA 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 for the termination of the service.
- Only short-listed applicants with required qualifications will be called for an interview.
- Selected candidate should be ready to take up the appointment immediately or as requested by the Secretary Ministry of Health Nutrition & Indigenous Medicine
- Candidate should send their application through Head of the institution/department. The Head of the institution/department should indicate that the candidate will be released from the current employment in the event of being selected to the post.
- No officer will be selected if he or she has subjected to any disciplinary action/ fraud during his/her carrier.

Age Limit:

Under 65 Years by 30 th December 2017

Salary:

According to the management Service Circular No 01/2016 dated 24th March 2016.

Application with detailed Curriculum Vitae supported by copies of educational and professional qualifications, experience and names of two non-related referees along with the contact telephone/fax/email address. Application should be sent to reach the following address on or before 9th April 2018, in a sealed envelope with the following stated on the top left of the envelope "Application for the post of the Project Director- Health and Medical Service Improvement Project".

Secretary,

Ministry of Health Nutrition & Indigenous Medicine

'Suwasiripaya' , 385, Rev. Baddegama Wimalawansa Thero Mawatha,

Colombo 10



Secretary

Ministry of Health Nutrition & Indigenous Medicine

Janaka Sugathadasa

Secretary

Ministry of Health, Nutrition & Indigenous Medicine
"Suwasiripaya"

385, Rev. Baddegama Wimalawansa Thero Mawatha,
Colombo 10, Sri Lanka.

Application form

Application for the Post of DIRECTOR , Health & Medical Service Improvement Project

1.Full name of the applicant (in Block Letters)

2.Name with initials of the applicant (in block letters)

3.Age (for 01.01.2018)

4.National Identity card number of the applicant (please attach a certified copy of the NIC)

5.Present place of work

6. Designation

7.Contact details

Applicant's office address	
Office phone number	
Office fax number	
Mobile phone number	
Home phone number (Landline)	
Home address	
Email address	

8. Educational Qualifications (Certified copies to be attached with the CV)

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9. Professional Qualifications: (Certified copies to be attached with the CV)

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10. Work experience:

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11. Special claims if any,

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

.....
Signature of the applicant

.....
Date

Observation and the recommendations of the head of the Institution/ Decentralized Unit/ Specialized campaign

I certify that the particulars furnished by the applicant are correct .
The candidate can be released to assume the duties of above post from the current employment in the event of being selected.

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Signature of Head of the Institution
(official frank)

.....
Date