



NATIONAL GEM & JEWELLERY AUTHORITY
Ministry of Industries and Entrepreneurship Development
VACANCIES



The National Gem and Jewellery Authority is calling for applications from qualified and experienced candidates who are citizens of Sri Lanka for the following vacant positions.

01. Director Finance (HM) - 01 Vacancy (Contract Basis)

Qualification

- a) Membership of this Institute Chartered Accountants of Sri Lanka or membership of chartered Institute of Management Accountant UK and Membership of chartered Institute of certified Accountant UK.

Or

- b) A Bachelor's Degree in Accountancy /Commerce/ Economics/ Management and Master degree in Management

And

Minimum of fifteen (15) years' experience in Managerial level in a Government, Department, Corporation, Board or reputed private sector institution.

Monthly Salary

HM - Rs.105,399/- (Basic Salary) + Rs.17,800/- (Cost of Living Allowance) + Government approved allowances

Age:

Age should be not less than 35 years and not more than 50 years. Before the last date for receiving applications

02. Assistant Director (Monitoring) (MM) - 01 Vacancy (Contract Basis)

Qualification

- a) A Bachelor's Degree in Business Administration or Management/ Commerce /Statistics from a recognized university with three (03) year post qualifying experience in the relevant field in a Government Department, Corporation, Board or reputed private sector institution.
- b) Preference will be given to candidates having 1st 2nd class degree.
- c) Ability to work in English is an essential.

Monthly Salary

MM – Rs. 71,730/- (Basic Salary) + Rs. 17,800/- (Cost of Living Allowance) + Government approved allowances

Age:

Should be not less than 22 years and not more than 45 years. Before the last date for receiving applications

03. Planning Officer JM - 01 Vacancy (Contract Basis)

Qualification

A Bachelor's Degree in Business Administration / Management / Commerce / Marketing Management/ International Trade / Geography / Economics / Statistics / Policy Management / Geography/ Accountancy / Public / Planning / Industrial Studies / or relevant field from a University recognized by the UGC.

Monthly Salary

JM - Rs. 58,600/- (Basic Salary) + Rs. 17,800/- (Cost of Living Allowance) + Government approved allowances

Age:

Should be not less than 22 years and not more than 45 years. Before the last date for receiving applications.

04. Procurement Officer (JM)- 01 Vacancy (Contract Basis)**Qualification**

- a) A Bachelor's Degree in Accountancy / Management / Commerce / Economics or Intermediate level qualification of the Institute of Chartered Accountants of Sri Lanka (ICASL) / Chartered Institute of Management Accountants (CIMA) / Association of Certified and Corporate Accountants (ACCA) / Higher National Diploma in Accountancy with one (01) year post qualifying experience in the relevant field in a Government Department, Corporation and Board or in a reputed mercantile establishment.
- b) Preference will be given to candidates having 1st or 2nd class Degree and candidates who hold Advanced Diploma in Financial and Management Accounting or Supplies and Material Management in National Institute of Business Management (NIBM) or Fully qualification in the Association of Accounting Technicians of Sri Lanka (AATSL).
- c) Ability to work in English is an essential.

Monthly Salary

JM - Rs. 58,615/- (Basic Salary) + Rs. 17,800/- (Cost of Living Allowance) + Government approved allowances

Age:

Should be not less than 22 years and not more than 45 years. Before the last date for receiving applications

05. Enforcement & Regional Development Assistant - (MA) - 02 Vacancies (Contract Basis)**Qualification**

- a) A Bachelor's Degree in Business Administration or Management / Commerce / Economics / Chemistry / Gemology/ Physics / Earth Resources Mining Engineering from a university recognized by the UGC
- b) Preference will be given to candidates having 1st 2nd class degree.
- c) Ability to work in English is an essential.

Monthly Salary

MA - Rs. 49,031/- (Basic Salary) + Rs. 17,800/- (Cost of Living Allowance) + Government approved allowances

Age:

Should be not less than 22 years and not more than 45 years. Before the last date for receiving applications

06. Technician (Assaying & Hallmarking) - (MA) 01 Vacancy (Contract Basis)

Qualification

Diploma in chemistry from recognized professional institute or an equivalent qualification to NVQ Level 5 issued by a technical / vocational/ Management Training Institute accepted by the tertiary and Vocational Education Commission.

Monthly Salary

MA – Rs. 43,379/- (Basic Salary) + Rs. 17,800/- (Cost of Living Allowance) + Government approved allowances

Age:

Should be not less than 18 years and not more than 45 years. Before the last date for receiving applications

ADDITIONAL BENEFITS:

- Contributing EPF & ETF fund
- Incentive payment on annual profits
- Transport Allowances
- Reward Money

Interested candidates should submit their applications with 02 non-related referees and their contact details together with certified copies of certificates to reach the Chairman & Chief Executive Officer, **National Gem & Jewellery Authority, No. 12. Mackons Tower, Alfred House Garden, Colombo 03 on or before 17.09.2025** by registered post. The post applied for should be written on top left and hand corner of the envelope.

The applicant already in National or Provincial Government Service/ Corporation and Statutory Boards should submit their applications through the Heads of the respective Departments or Corporations. Late applications will be rejected.

Only the eligible applicants will be called for an interview.

CHAIRMAN & CHIEF EXECUTIVE OFFICER
National Gem and Jewellery Authority
No. 12. Mackons Tower, Alfred House Garden, Colombo 03
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