



**NATIONAL GEM & JEWELLERY AUTHORITY**  
**Ministry of Industries**  
**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.

**1. Statistical Officer - (JM 1-1) - 01 Post**

**Qualifications & Experience (01 or 02 or below)**

*External Candidates*

1. A Bachelor's Degree in Business Administration/ Management/ Commerce/ Economics/ Marketing Management/ Statistics/ Policy Management/ Geography/ Finance (with statistics as a subject) which is recognized by the UGC.

Or

2. Having passed the intermediate examination of a recognized professional Chartered Institute in Business Administration/ Management/ Commerce/ Economics/ Marketing Management/ Statistics/ Policy Management/ Geography/ Finance (with statistics as a subject)

Or

3. Having obtained a certificate of proficiency the National Vocational Qualification Level 7 or similar qualification issued by Technical/ Vocational/ Management Training institute accepted by the Tertiary and Vocational Education Commission in Statistics.

***Salary Scale***

JM 1-1 – (Rs. 42,600 – 755x10 -1135x18-70,580/-) + Government approved allowances

***Age***

Should be not less than 22 years and not more than 45 years. (Before the closing date of applications)  
However, the upper age limit would not apply to internal candidates.

**2. Enforcement & Regional Development Officer - (JM 1-1) - 01 Post**

**Qualifications & Experience (01 or 02)**

*External Candidates*

1. A Bachelor's Degree in Science/Economics/ Law/ Business Administration/ Management/ Art/ Commerce which is recognized by the UGC.

Or

2. Having passed the intermediate examination of a recognized professional chartered institute of which the subject area is relevant to the post.

***Salary Scale***

JM 1-1 – (Rs. 42,600 – 755x10 -1135x18-70,580/-) + Government approved allowances

***Age***

Should be not less than 22 years and not more than 45 years. (Before the closing date of applications)  
However, the upper age limit would not apply to internal candidates.

### **3. Valuer Gemologist Assistant – (MA 5-1) - 01 Post**

#### **Qualifications & Experience**

##### *External Candidates*

1. A Bachelor's Degree in Gemology/ Geology/ Mineralogy/ Mineral Technology/ Environmental Science & Natural Resources Management/ Science (Mineralogy/ Chemistry/ Geology/ Physics should be as a subject) which is recognized by the UGC.

##### *Salary Scale*

MA 5-1 - Rs. (34,870 – 10x660- 15x755-11x930-63,025/-) + Government approved allowances

##### *Age*

Should be not less than 22 years and not more than 45 years. (Before the closing date of applications) However, the upper age limit would not apply to internal candidates.

### **4. Export Services & Export Marketing Assistant - (MA 5-1) - 01 Post**

#### **Qualifications & Experience**

##### *External Candidates*

1. A Bachelor's Degree in Marketing Management/ Business Administration/ Management/ Commerce/ Economics/ Strategic Management/ International Business/ International Trade/ Industrial Studies which is recognized by the UGC.

##### *Salary Scale*

MA 5-1 - Rs. (34,870 – 10x660- 15x755-11x930-63,025/-) + Government approved allowances

##### *Age*

Should be not less than 22 years and not more than 45 years. (Before the closing date of applications) However, the upper age limit would not apply to internal candidates.

### **5. Technician (Assaying & Hallmarking) – (MA 2-2) - 01 Post**

#### **Qualifications & Experience**

##### *External Candidates*

1. Diploma in chemistry from recognized professional institute or an equivalent qualification to NVQ level 05 issued by a Technical/ Vocational/ Management Training Institute accepted by the tertiary and Vocational Education Commission.

##### *Salary Scale*

MA 2-2 - Rs. [30,310 - 10x300 -7x350 – 4x600 – 20x710 – 52,360/-] + Government approved allowances

##### *Age*

Should be not less than 18 years and not more than 45 years. (Before the closing date of applications) However, the upper age limit would not apply to internal candidates.

## **6. Technician (Valuation / Gemology) - (MA 2-2) - 01 Post**

### **Qualifications & Experience (01 or 02)**

#### *External Candidates*

1. Diploma in Gemology equivalent to NVQ 05  
Or
2. Gemology Certificate issued by recognized institute/university with two year experience.

#### *Salary Scale*

MA 2-2 - Rs. [30,310 - 10x300 -7x350 – 4x600 – 20x710 – 52,360/-] + Government approved allowances

#### *Age*

Should be not less than 18 years and not more than 45 years. (Before the closing date of applications)  
However, the upper age limit would not apply to internal candidates.

## **7. Field Attendant – (PL 1) – 02 Post**

### **Qualifications & Experience**

#### *External Candidates*

1. Person who have sat for the G.C.E. (O/L) Examination

#### *Salary Scale*

PL 1 - [රු.24,750 - 250x10 - 270x10 - 300x7 - 330x15 – 37,000/- ) + Government approved allowances

#### *Age*

Should be not less than 18 years and not more than 45 years. (Before the closing date of applications)  
However, the upper age limit would not apply to internal candidates.

## **8. Driver – (PL 3) – 06 Post**

### **Qualifications & Experience**

#### *External Candidates*

1. Having passed six (06) subjects in G.C.E (O/L) examination, at least with two (02) credit passes in maximum of two sitting.

And

A valid license to drive heavy vehicles and minimum three years (03) experience in driving heavy vehicles at a reputed establishment after obtaining the driving license.

#### *Salary Scale*

PL 3 - 2006A - [රු.26,290 - 270x10 - 300x10 - 330x10 - 350x12- 39,490 ) + Government approved allowances

#### *Age*

Should be not less than 18 years and not more than 45 years. (Before the closing date of applications)  
However, the upper age limit would not apply to internal candidates.

**Additional Benefits:**

- Contributing EPF & ETF fund
- Incentive payment on annual profits
- Reimbursement of Medical Expenses for employees and dependents
- Transport Allowances, Reward Money
- Housing loan interest,
- Annual Balance Leave payment etc.

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. Macksons Tower, Alfred House Garden, Colombo 03 on or before 24.03.2023** 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.

Citizens applying for all the above positions should be bound to work in any part of the country

The following vacancies in this Authority have been advertised in the web site [www.ngja.gov.lk](http://www.ngja.gov.lk) from 10.03.2023

**CHAIRMAN & CHIEF EXECUTIVE OFFICER**  
**National Gem and Jewellery Authority**  
**No. 12. Macksons Tower, Alfred House Garden, Colombo 03**  
**Telephone: 011-2329295/2325364/2390645-8 Fax: 011-2320758**  
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