



National Gem & Jewellery Authority
Ministry of Industries and
Entrepreneurship Development
Vacancy



Director (Export Services & Export Marketing) - (HM 1-1) - 01 Post

Education Qualifications and Experience - External Candidates – (a) or (b)

- a) A Bachelor's Degree in Marketing Management / Business Administration or Management / International Business / International Trade / Commerce / Economics / Strategic Management / Science which is recognized by the UGC

With

A Master Degree in Marketing Management / Gemology / Business Administration or Management Commerce / Economics / International Trade which is recognized by UGC.

And

A Minimum of 15 years' experience at a "Managerial Level" in a Corporation, Statutory Board/ Institution or a reputed private Institution.

Or

- b) Full membership of Sri Lanka Institute of Marketing (SLIM) or Chartered Institute of Marketing (CIM) or Similar Qualification from a recognized Professional Chartered Institution.

And

A Minimum of 15 years' experience at a "Managerial level" in a Corporation, Statutory Board, Institution or a reputed private institution.

Internal Candidate) (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.
2. Completion of minimum Five (5) years satisfactory service in a post in the Manager category (MM) Grade I, in the subject area relevant to the post.

Salary Scale

HM 1-1 – (Rs. 140,640 – 4,100 X 15 – 202,140/-) + Government Approved Allowances.
(This salary scale will be effective from 01.01.2027)

Salary Step

Rs. 123,019/- as at 2026.01.01 as per MSD Circular 01/2025

Age

Age should be not less than 35 years and not more than 55 years. However, the upper age limit would not apply to internal candidates.

Additional Benefits

- Official transport facilities will be provided under PED Circular No. 01/2015
- Professional Allowance
- Telephone Allowance
- Benefits of Employees Provident Fund & Employee Trust Fund
- Incentives based on annual profits
- Medical facilities for the employee and his/her family

Citizens applying for all the above positions must be willing to serve in any area of the country.

Interested applicants for the above positions should submit their applications along **with certified copies of their educational/professional/other certificates** & along with the names, designations and telephone numbers of two non-relatives who can provide information about you.

Candidates with the above qualifications should send their applications by registered post on or before **10th June 2026**, addressed to the Chairman and Chief Executive Officer at the address below, indicating the name of the post applied for on the top left corner of the envelope. Candidates working in the public sector should send their applications through their Head of Department. Late applications will be rejected.

Only qualified candidates will be called for interview.

Chairman and Chief Executive Officer

National Gem & Jewellery Authority
No. 260, RTFC & WMC Building, Lake Drive, Colombo 05
Tel. - 011-2390645 , 011-2390646
Fax - 011-2320758