



# Civil Aviation Authority of Sri Lanka

## Staff Vacancies

Civil Aviation Authority of Sri Lanka ensures through strategic planning, professional guidance and stringent surveillance under well established regulatory framework, the operational of safe secure efficient regular and environment friendly national civil aviation system that conforms to the national legislative requirement and the International Standards and Recommended Practices (SARPs). Civil Aviation Authority of Sri Lanka is looking for energetic enthusiastic and self-motivated personnel who have sound qualifications and extensive experience in the field of civil aviation to fill its vacancies in the following posts.

### Director (Finance and Revenue Management)

**Post Code HM-1-1-D10 Number of Posts – 01**

**Remuneration Provided** (Salary Scale (HM1-1) - Rs. 80,295 – 15 x 2,270 -114,345 – as per the MS Circular 02/2016(I))

- All Inclusive monthly remuneration of approximately Rs. 173,595.00 which would include the Basic Salary, Cost of Living Allowance, Professional Allowance, Monthly Allowance, Interim Allowance, and Transport Allowance as per the applicable Circulars.
- Fuel Allowance to the value of 115 litres per month (at the fuel price at the time).
- Other Benefits - Health Insurance Scheme, Accident Insurance Scheme, Death Grant Scheme, Bonus, Leave Encashment, Reimbursement of mobile phone bills.

### Qualifications and Experience

#### External Candidate

- A Bachelor's Degree of (03) three years duration, which is recognized by the University Grants Commission of Sri Lanka in the field of Accountancy, Commerce, Management, or Administration;

**WITH**

- A Postgraduate Degree qualification (Master's) in the field of Financial Management or Associate Membership of a recognized Professional Chartered Institute in the related field;

**AND**

- Minimum of ten (10) years' experience in the field of Financial Management or Auditing at Managerial Level in a Corporation / Statutory Board / Institution / Government Owned Company or a reputed Private Institution.

#### Internal Candidate

##### Option 1

Having obtained the qualifications required by the external candidates mentioned.

##### Option 2

Having satisfied all of the following:

- Completion of Minimum of five (05) years' satisfactory service in a post in the Manager Category (MM 1-1) grade I in the field of Financial Management or Auditing;
- Unblemished track record for the preceding five (05) years and having earned all the increments in the current post;
- 'Good' or above grading in the Annual Performance Appraisals for the last five (05) years

### Senior Civil Aviation Inspector (Personnel Licensing Examinations and Standards)

**Post Code MM-1-1-PL1 Number of Posts – 01**

**Remuneration Provided** (Salary Scale (MM1-1)- Rs. 53,175 -10 x-1,375 -15 x 1,910 - 95,575 - as per the MS Circular 02/2016)

- All Inclusive monthly remuneration of approximately Rs. 143,475.00 which would include the Basic Salary, Cost of Living Allowance, Monthly Allowance, Interim Allowance, and Managers' Allowance as per the applicable Circulars.
- Special Technical Allowance of approximately Rs. 85,000.00 for the successful candidate that possesses the necessary qualifications for same.
- Other Benefits - Health Insurance Scheme, Accident Insurance Scheme, Death Grant Scheme, Bonus, Leave Encashment, Reimbursement of mobile phone bills

### Qualifications and Experience

#### External Candidate

##### Option 1

Bachelor's Degree of not less than three (03) years from a University recognized by the University Grants Commission of Sri Lanka in Physical Science, Transport, Aerospace, Information and Communication Technology or Engineering Streams, with not less than eight (08) years post qualifying experience in Executive Capacity in the relevant field in a Government Department / Public Enterprise or in a reputed Mercantile Establishment engaged in Aviation.

##### Option 2

Having passed the Intermediate Examination of a recognized professional Chartered Institute, of which the subject area is relevant to the post with minimum eight (08) years post qualifying experience in Executive Capacity in the relevant field in a Government Department/ Public Enterprise or in a reputed Mercantile Establishment engaged in Aviation.

##### Option 3

Having obtained a certificate of proficiency in the relevant field which is not below than the National Vocational Qualification Level 7 determined by Technical / Vocational Training Institute accepted by Tertiary and Vocational Education Commission with minimum eight (08) years post qualifying experience in Executive Capacity in the relevant field in a Government Department/ Public Enterprise or in a reputed Mercantile Establishment engaged in Aviation.

#### Internal Candidate

##### Option 1

Having obtained the qualifications required by the External Candidates mentioned.

##### Option 2

Minimum of six (06) years' service experience as a Civil Aviation Inspector (Personnel Licensing – Examinations), Civil Aviation Inspector (Personnel Licensing - Standards), Civil Aviation Inspector (Personnel Licensing - Flight Crew), Civil Aviation Inspector (Personnel Licensing - Non-Flight Crew), Civil Aviation Inspector (Flying Training) as applicable;

**AND**

Unblemished track record for the preceding six (06) years and having earned all the increments in the current post

**AND**

Having successfully completed ICAO approved courses of training not less than four (04) weeks in the field of Personnel Licensing;

**AND**

'Good' or above grading in the Annual Performance

### Age Limits

Post	Age Limit	Remarks
Director	35 years - 55 years	The upper age limit will not apply to the internal candidates and personnel served in Sri Lanka Air Force, Airport and Aviation services (Sri Lanka) Ltd, Local Airlines or Flying Schools
Senior Civil Aviation Inspector	22 years - 45 years	

- For further information, Job Description, requirements for Special Technical Allowance and the **Standard Application Form** can be downloaded from the CAASL official web site at [www.caa.lk](http://www.caa.lk).
- Applicants are required to send copies of documentary evidence for qualifications and experience to prove your eligibility for the applied post/posts.
- Only the applications sent on the **Standard Application Forms** will be entertained. Applicants who serve any of the Government organizations should apply through the Head of the Organization.
- Duly completed applications should reach this office on or before 27.05.2024 under registered post or can be forwarded by e-mail; [employment@caa.lk](mailto:employment@caa.lk) and they will be acknowledged.
- Applications should be addressed to **Director General of Civil Aviation & Chief Executive Officer, Civil Aviation Authority of Sri Lanka, No.152/1, Minuwangoda Road, Katunayake** and the title of the post being applied shall be marked on the top left hand corner of the envelope.
- Only the candidates satisfying the eligibility criteria will be called for interviews / tests.

**Director General of Civil Aviation & Chief Executive Officer,  
Civil Aviation Authority of Sri Lanka,  
No.152/1, Minuwangoda Road,  
Katunayake.**

14.05.2024