



Smallholder Agribusiness and Resilience Project (SARP)

Ministry of Agriculture, Livestock, Lands and Irrigation



Vacancies

The Smallholder Agribusiness and Resilience Project (SARP), a project jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka, aims to build resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala. The lead programme agency is the Ministry of Agriculture, Livestock, Lands and Irrigation, which would be establish a dedicated Project Management Unit (PMU) at central level and two regional hubs the implementation of SARP. Total project finance value is USD 59.57 Mn.

Applications are invited from citizens of Sri Lanka for the below mentioned positions of for Project Management Unit at Battaramulla and Hub offices (Nikaweratiya and Medawachchiya).

- 1. Consultant – Value Chain Development (Consultancy Basis) – 01 Position at PMU**
- 2. Accountant (Category D1) – 02 Positions at Nikaweratiya and Medawachchiya Hubs**
- 3. Senior MIS/ IT Officer (Category E) – 01 Position at PMU**
- 4. Finance and Administration Officer (Category F) – 02 Positions at PMU and Nikaweratiya Hub**
- 5. Technical Officers (Consultancy Basis) – 06 Positions for Kurunegala, Puttalam, Matale based in Nikaweratiya Hub and Mannar, Vavuniya, Anuradhapura based in Medawachchiya Hub**

Salary Scale and Qualifications for 2, 3 & 4 Positions: Based on the Management Services Circular 02/2026.

Consultancy Fees and Qualifications for 1 & 4 Positions: Refer the Terms of Reference (TOR)

General Conditions are applicable to the Above - Mentioned Positions.

All the Qualifications should be in the relevant field of the positions.

All applicants are requested to forward their applications along with a Curriculum Vitae, including details of two non-related referees, and copies of all relevant certificates. Applicants who are currently employed in the Government or Semi-Government sector should forward their Curriculum Vitae, including details of two non-related referees and copies of all relevant certificates, through the Head of their institution. All applications should be sent by registered post to the address given below on or before 13th July 2026.

Please visit www.sarp.lk for more details about the required qualifications, experience, and as well as the application procedure.

**Project Director,
Smallholder Agribusiness and Resilience Project,
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**



Recruitment of
Accountant (Category D1) – 02 Positions
(For Nikaweratiya and for Medawachchiya Hubs)
Smallholder Agribusiness and Resilience Project (SARP)
Ministry of Agriculture, Lands, Livestock and Irrigation

The Smallholder Agribusiness and Resilience Project (SARP) implemented by the Ministry of Agriculture, Livestock, Lands and Irrigation and jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka is for a period of 6 years (2021 to 2027). This Project (SARP), aims to build resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala, which would be establish a dedicated Project Management Unit (PMU) at central level and two regional hubs for the implementation. Total project finance value is USD 59.57 Mn.

Applications are invited from qualified Sri Lanka Citizens to recruit Accountant (Category D1) and as per Management Service Department (MSD) Circular Number 02/2026 and Government recruitment procedures for the IFAD funded Smallholder Agribusiness and Resilience Project (SARP).

The applicant should possess the following qualification and experience given in the Management Service Department (MSD) Circular Number 02/2026 dated 28th March 2026.

1. Accountant (Category D1) – 02 Positions - Nikaweratiya and Medawachchiya Hubs

Qualifications and experience:

Based on the Management Services Circular 02/2026.

A Brief Job Description:

The accountant will work under the direct supervision of the Finance Manager, Deputy Project Director & Project Director. The accountant is responsible for the finance and accounts related matters concerning related HUB under the SARP at the national level. He/ She will be responsible for building the financial and expenditure management system of relevant HUB under the SARP and will strictly follow all the procedures stipulated for International Fund for Agriculture (IFAD) funded projects, while observing the financial rules of the government of Sri Lanka.

General Conditions:

- Age Limit – Below Sixty-four (64) years on the closing date of application.
- All appointments will be initially for a period of one year and extension of services will be based on successful performance.
- Employees are required to travel to project sites depending on the need.
- Working experience in the foreign funded projects in Sri Lanka is preferable
- Proficiency in English, Computer Literacy and familiarity with government rules and regulations.
- Salary for each position will be based on the Management Services Circular No. 02/2026 dated 28th March 2026.
- Short listed applicants based on qualifications and experience will be called for the interview.

Location:

Project Management Unit is located in Battaramulla and the Hub offices are located in Nikawaratiya and Madawachchiya. However, traveling to project locations are involved frequently.

APPLICATIONS:

All applicants are requested to forward their applications together with Curriculum Vitae with two non-related referees and copies of all the certificates attached, under registered post to the address given below on or before **13th July 2026**.

- Applicants currently in government/ semi government services should forward their applications through their respective Head of Departments.
- Applied post should be clearly stated **on the top left – hand corner** of the envelope containing the application.
- The decision of the Secretary, Ministry of Agriculture, Livestock, Lands and Irrigations is final and conclusive on the above recruitments.

Address for Applications

**Project Director,
Smallholder Agribusiness and Resilience Project,
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**

For more information, please visit [www.sarp.lk](https://sarp.lk/vacancies). (<https://sarp.lk/vacancies>)

**Project Director
Smallholder Agribusiness and Resilience Project
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.
email: procurementsarp@gmail.com Phone: 0112770998**

02nd July 2026

Terms of Reference (TOR)
Accountant (Category D1) – 02 Positions
(For Nikaweratiya and for Medawachchiya Hub)

Background

The Smallholder Agribusiness and Resilience Project (SARP) is co-funded by the International Fund for Agricultural Development (IFAD) and the Government of Sri Lanka. It aims to contribute to reduce poverty among small-scale farmers and increase food security and nutrition in dry zones by building resilience and enabling rural households to access markets in geographies affected by climate change. The project is focused in select hotspots in Vauniya, Mannar, Puttlam, Kurunegala and Mathale districts aligned across the Deduru oya, Mee oya and Malwathu Oya river basins. The Total Project Finance Value is USD 59.57 Mn.

Scope of work:

The accountant will work under the supervision of the Finance Manager, Deputy Project Director and Project Director. The accountant will be responsible for the finance and accounts related matters concerning related HUB or PMU under the SARP at the national level. He/ She will be responsible for building the financial and expenditure management system of relevant HUB under the SARP and will strictly follow all the procedures stipulated for International Fund for Agriculture (IFAD) funded projects, while observing the financial rules of the government of Sri Lanka.

Specific duties of the incumbent will include but are not limited to the following:

- Build the financial and expenditure management system of SARP project (related to the relevant HUB)
- Support the SARP Project Management Unit at the national level by planning and managing finances and expenditure related to the Hubs under SARP.
- Arrange financial and accounting information and ensure proper record keeping supporting SARP project expenditures at the national level.
- Maintain adequate and updated books of accounts for all financial transactions of the Hub
- Establish a proper management system of all the SARP project assets on Hub level
- Ensure transparency and accountability in all budget expenditures and authorization and maintains an efficient and transparent financial filling systems.
- Ensure obtaining timely allotments and timely processing of payments.
- Adjustment of tax according to the Ministry of Finance regulations
- Preparation and forward timely and periodic replenishments to the designated account through finance division of MOALLI
- Manage financial accounting monitoring and reporting systems of the relevant Hub or PMU under the SARP project
- Work with the PMU in the planning, management, control and reporting on the finances

- Assist in preparation of annual work plan and budget for the SAR project
- Prepare monthly, quarterly and annual financial statements (on Hub level) and submit those to National Steering Committee, World Bank and the Auditor General
- Reporting monthly expenditure with treasury records to the finance division of the MOALLI and responsible to the same with Treasury Record (through project management unit)
- Submit financial statements required by the MOALLI to Project Management Unit under the SARP and the Treasury on time to time
- Replying Audit Surveys raised by the Internal, Audit and Auditor Generals Department in the time prescribed (on Hub level or PMU)
- Undertake any additional tasks and responsibilities that may be assigned by the Finance Manager, Deputy Project Director or Project Director/ Secretary –MOALLI.

Qualifications/Experience Required:

1. A Bachelor's Degree in Accountancy, Finance, Commerce or any other relevant degree in Finance/ A qualification recognized by the University Grants Commission as an equivalent qualification to a degree in the relevant field. and Passed the Licentiate II/Intermediate Examination/Certificate II in Accounting and Business/ Business Level Examination/ Corporate Level Examination or a higher examination of the Institute of Chartered Accountants or a similar professional qualification from a recognized professional body in the relevant field.

With

At least Six (06) years of post - qualifying experience in the relevant field.

2. An Associate Membership/ A similar professional qualification obtained from a recognized professional body in the relevant field.

With

At least Three (03) years of post - qualifying experience in the relevant field.

3. An officer of the Government All Island Services Class II/III or above or similar status in the relevant field.

With

At least Six (06) years post qualifying experience in Class II/III post or a similar status in the relevant field.

Salary Scale:

Based on the Management Services Circular 02/2026.

Location and period of execution

The accountant will be based in Nikaweratiya and Medawachciya with field visits as may be required.

Duration of services

Duration of service is 1 (one) year subject to six (6) months' probation period and extension will be subjected successful performance evaluation according to the Management Service Circular 02/2026.



Hiring of
Consultant – Value Chain Development (Consultancy Basis)
Smallholder Agribusiness and Resilience Project (SARP)
Ministry of Agriculture, Lands, Livestock and Irrigation

The Smallholder Agribusiness and Resilience Project (SARP) implemented by the Ministry of Agriculture, Livestock, Lands and Irrigation and jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka is for a period of 6 years (2021 to 2027). This Project (SARP), aims to build resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala, which would be establish a dedicated Project Management Unit (PMU) at central level and two regional hubs for the implementation. Total project finance value is USD 59.57 Mn.

Consultant – Value Chain Development (Consultancy Basis)

A Brief Job Description:

The Consultant – Value Chain Development will provide strategic leadership and technical oversight for the planning, implementation, coordination, and monitoring of all value chain interventions under the project. The role is responsible for enhancing the competitiveness, productivity, market access, and sustainability of selected agricultural value chains. This will be achieved through effective engagement with public and private sector stakeholders, producer organizations, financial institutions, and service providers.

General Conditions:

- All appointments will be initially for a period of one year and extension of services will be based on successful performance.
- Employees are required to travel to project sites depending on the need.
- Working experience in the foreign funded projects in Sri Lanka is preferable
- Proficiency in English, Computer Literacy and familiarity with government rules and regulations.
- Short listed applicants based on qualifications and experience will be called for the interview.

Location:

Project Management Unit is located in Battaramulla and the Hub offices are located in Nikawaratiya and Madawachchiya. However, traveling to project locations are involved frequently.

APPLICATIONS:

All applicants are requested to forward their applications together with Curriculum Vitae with two non-related referees and copies of all the certificates attached, under registered post to the address given below on or before **13th July 2026**.

- Applicants currently in government/ semi government services should forward their applications through their respective Head of Departments.
- Applied post should be clearly stated **on the top left – hand corner** of the envelope containing the application.
- The decision of the Secretary, Ministry of Agriculture, Livestock, Lands and Irrigations is final and conclusive on the above recruitments.

Address for Applications

**Project Director,
Smallholder Agribusiness and Resilience Project,
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**

For more information, please visit [www.sarp.lk](https://sarp.lk). (<https://sarp.lk/vacancies>)

**Project Director
Smallholder Agribusiness and Resilience Project
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.
email: procurementsarp@gmail.com Phone: 0112770998**

28th June 2026

Terms of Reference (TOR)

Consultant – Value Chain Development (Consultancy Basis)

1. Background

The Smallholder Agribusiness and Resilience Project (SARP), jointly financed by the International Fund for Agricultural Development (IFAD) and the Government of Sri Lanka, aims to build the resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam, and Kurunegala. This objective is achieved through capacity building for climate resilience and inclusive value chains, together with investments in climate-resilient infrastructure, including last-mile infrastructure.

The Ministry of Agriculture, Livestock, Land & Irrigation is the Lead Programme Agency and has established a dedicated Project Management Unit (PMU) at the central level and two Regional Hub Offices for the implementation of SARP.

2. Scope of Work

The Consultant – Value Chain Development will provide strategic leadership and technical oversight for the planning, implementation, coordination, and monitoring of all value chain interventions under the project. The role is responsible for enhancing the competitiveness, productivity, market access, and sustainability of selected agricultural value chains. This will be achieved through effective engagement with public and private sector stakeholders, producer organizations, financial institutions, and service providers.

3. Objective of the Assignment

Coordinate with 4P, Resilience and Youth Development Programme and to deliver technical expertise in the design and implementation of inclusive, market-oriented value chain development strategies. The primary goal is to drive increased productivity, value addition, market integration, private sector investment, and income growth for smallholder farmers and agribusiness enterprises.

4. Key Duties and Responsibilities

4.1 Strategic Leadership and Management

- Provide strategic direction and technical leadership for all value chain development interventions.
- Oversee the formulation, execution, and periodic review of Value Chain Development Strategies and Action Plans.
- Advise the Project Director and senior management on policy, investment, and market development matters.
- Ensure seamless coordination among technical units, implementation partners, and key stakeholders.
- Supervise and guide technical staff engaged in value chain activities.

4.2 Value Chain Analysis and Development

- Lead comprehensive value chain assessments, market studies, and competitiveness analyses.
- Identify growth opportunities and systemic constraints affecting selected value chains.
- Design interventions to improve production efficiency, aggregation, processing, quality assurance, logistics, and marketing.
- Promote innovation, technology adoption, and climate-resilient business practices.

4.3 Private Sector and Market Linkages

- Forge strategic partnerships with private sector entities, including exporters, processors, retailers, and service providers.
- Champion commercially viable business models and foster public-private partnerships.
- Strengthen sustainable market linkages between producers and buyers through contractual and inclusive arrangements.
- Facilitate investment opportunities and business development within targeted value chains.

4.4 Agribusiness and Enterprise Development

- Support the development and strengthening of producer organizations, cooperatives, and agribusiness enterprises.
- Promote entrepreneurial skills and sound business management practices among value chain actors.
- Facilitate access to finance, investment capital, and business development services.

4.5 Stakeholder Coordination and Policy Support

- Maintain close collaboration with government institutions, development partners, research organizations, and private sector actors.
- Contribute to policy dialogue and sector development initiatives that support agricultural commercialization.
- Represent the project at national and international forums on value chain development and agribusiness.

4.6 Monitoring, Evaluation, and Knowledge Management

- Establish and monitor performance indicators and reporting mechanisms for value chain interventions.
- Review implementation progress and recommend corrective actions as required.
- Prepare technical reports, policy briefs, concept notes, and management papers.
- Document lessons learned, best practices, innovations, and success stories for knowledge sharing and replication.

5. Required Qualifications

5.1 Academic Qualifications

- Master's Degree in Agricultural Economics, Agribusiness Management, Economics, Business Administration, Marketing, Rural Development, Agricultural Sciences, or a closely related field.
- A PhD in a relevant discipline will be considered an asset.

5.2 Professional Experience

- Minimum of 12 years of progressively responsible experience in value chain development, agribusiness promotion, market systems development, or agricultural commercialization.
- At least 8 years in a senior management or leadership capacity.
- Demonstrated experience managing donor-funded development projects and fostering private sector partnerships.
- Proven track record in agricultural market development and investment facilitation.

6. Core Competencies

- Strategic thinking and visionary leadership.
- Strong analytical and problem-solving capabilities.
- Excellent stakeholder engagement, negotiation, and partnership-building skills.
- In-depth knowledge of agricultural markets, value chains, and agribusiness development.
- Superior report writing and communication skills.
- Proven ability to manage multidisciplinary teams and complex partnerships.

7. Expected Outputs and Deliverables

- Value Chain Development Strategy and detailed annual implementation plans.
- Operational public-private partnerships and market linkage mechanisms.
- Increased private sector participation and investment in targeted value chains.
- Enhanced market access and commercialization opportunities for project beneficiaries.
- Timely technical, progress, and performance reports.
- Knowledge products, policy recommendations, and documented lessons learned.

8. Duration of Assignment

The appointment will be on a time-based consultancy basis, subject to annual performance evaluation and the evolving requirements of the project.

9. Consultancy Fees

Based on the qualifications and Experience.



Recruitment of
Senior Management Information System/ Information Technology Officer
(Category E) – 01 Position
Smallholder Agribusiness and Resilience Project (SARP)
Ministry of Agriculture, Lands, Livestock and Irrigation

The Smallholder Agribusiness and Resilience Project (SARP) implemented by the Ministry of Agriculture, Livestock, Lands and Irrigation and jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka is for a period of 6 years (2021 to 2027). This Project (SARP), aims to build resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala, which would be establish a dedicated Project Management Unit (PMU) at central level and two regional hubs for the implementation. Total project finance value is USD 59.57 Mn.

Applications are invited from qualified Sri Lanka Citizens to recruit Senior Management Information System (MIS)/ Information Technology (IT) Officer (Category E) and as per Management Service Department (MSD) Circular Number 02/2026 and Government recruitment procedures for the IFAD funded Smallholder Agribusiness and Resilience Project (SARP).

The applicant should possess the following qualification and experience given in the Management Service Department (MSD) Circular Number 02/2026 dated 28th March 2026.

1. Senior Management Information System (MIS)/ Information Technology (IT) Officer (Category E) - Project Management Unit

Qualifications and experience:

Based on the Management Services Circular 02/2026.

A Brief Job Description:

The Senior Management Information System (MIS)/ Information Technology (IT) Officer will work under the direct supervision of the Monitoring & Evaluation Specialist, Deputy Project Director, and Project Director, and in close collaboration with the staff of the Project Management Unit (PMU). He/ She will be responsible for all Monitoring Information System–related matters under the Smallholder Agribusiness and Resilience Project (SARP) at the national level.

General Conditions:

- Age Limit – Below Sixty-four (64) years on the closing date of application.
- All appointments will be initially for a period of one year and extension of services will be based on successful performance.
- Employees are required to travel to project sites depending on the need.
- Working experience in Monitoring Information Systems of foreign-funded projects in Sri Lanka is preferable
- Proficiency in English, Computer Literacy and familiarity with government rules and regulations.
- Salary for each position will be based on the Management Services Circular No. 02/2026 dated 28th March 2026.
- Short listed applicants based on qualifications and experience will be called for the interview.

Location:

Project Management Unit is located in Battaramulla and the Hub offices are located in Nikawaratiya and Madawachchiya. However, traveling to project locations are involved frequently.

APPLICATIONS:

All applicants are requested to forward their applications together with Curriculum Vitae with two non-related referees and copies of all the certificates attached, under registered post to the address given below on or before **13th July 2026**.

- Applicants currently in government/ semi government services should forward their applications through their respective Head of Departments.
- Applied post should be clearly stated **on the top left – hand corner** of the envelope containing the application.
- The decision of the Secretary, Ministry of Agriculture, Livestock, Lands and Irrigations is final and conclusive on the above recruitments.

Address for Applications

**Project Director,
Smallholder Agribusiness and Resilience Project,
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**

For more information, please visit [www.sarp.lk](https://sarp.lk). (<https://sarp.lk/vacancies>)

**Project Director
Smallholder Agribusiness and Resilience Project
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.
email: procurementsarp@gmail.com Phone: 0112770998**

28th June 2026

Terms of Reference (TOR)

Senior Management Information System (MIS)/Information Technology (IT) Officer (Category E)

Background

The Smallholder Agribusiness and Resilience Project (SARP) is co-funded by the International Fund for Agricultural Development (IFAD) and the Government of Sri Lanka. It aims to contribute to reduce poverty among small-scale farmers and increase food security and nutrition in dry zones by building resilience and enabling rural households to access markets in geographies affected by climate change. The project is focused in select hotspots in Vauniya, Mannar, Puttlam, Kurunegala and Mathale districts aligned across the Deduru oya, Mee oya and Malwathu Oya river basins. The Total Project Finance Value is USD 59.57 Mn.

Scope of work:

The Senior Management Information System (MIS)/ IT Officer will work under the direct supervision of the Monitoring & Evaluation Specialist, Deputy Project Director, and Project Director, and in close collaboration with the staff of the Project Management Unit (PMU). He/ She will be responsible for all Monitoring Information System–related matters under the Smallholder Agribusiness and Resilience Project (SARP) at the national level.

He/ She will be responsible for developing a spatial data and information analysis and mapping platform utilizing Geographical Information Systems (GIS), Remote Sensing (RS), Global Positioning Systems (GPS) and visualization techniques. The system should be able to provide necessary data and information, analyze for creation of solutions, and share them as online sources.

1. MIS Development and Management

- Design, develop, and maintain the **Monitoring Information System (MIS)** to support project monitoring and reporting.
- Ensure the MIS system is functional, secure, and regularly updated.
- Develop data entry interfaces, dashboards, and reporting modules.
- Integrate MIS with other digital platforms used by the project.

2. Data Collection and Data Management

- Establish standardized **data collection formats, templates, and guidelines** for field staff.
- Ensure timely and accurate **data entry, validation, and verification** of project data.
- Maintain project databases including beneficiary, activity, financial, and progress data.
- Ensure proper data storage, backup, and security procedures.

3. Monitoring and Reporting

- Generate **periodic monitoring reports** (monthly, quarterly, annual) using MIS data.
- Prepare **progress dashboards, indicators tracking, and analytical reports** for management.
- Support preparation of reports required by **government agencies, donors, and stakeholders**.
- Track key project indicators and performance targets.

4. System Administration and Technical Support

- Provide technical support to MIS users including project staff and field officers.
- Troubleshoot system errors and coordinate with developers if required.
- Maintain system updates and ensure system performance optimization.

5. Data Quality Assurance

- Conduct **data quality checks and validation processes** to ensure reliability of information.
- Identify data inconsistencies and coordinate with field teams to correct them.
- Develop procedures for **data verification and audit trails**.

6. Training and Capacity Building

- Conduct training sessions for project staff on **MIS usage, data entry, and reporting tools**.
- Prepare user manuals, guidelines, and SOPs for the MIS system.
- Support field teams in improving digital data management practices.

7. Coordination and Communication

- Coordinate with **programme specialists, M&E officers, and field staff** to ensure timely data flow.
- Facilitate data sharing among project units and stakeholders.
- Participate in project review meetings and present MIS-based analysis.

8. Documentation and System Improvement

- Document MIS procedures, workflows, and system architecture.
- Identify opportunities for **system improvements and automation**.
- Recommend new technologies or tools to improve monitoring efficiency.

Key Responsibilities of the Senior MIS/IT Officer

- Developing MIS modules using the PHP Laravel framework in line with project requirements.
- Designing and implementing secure and efficient MySQL database structures and backend logic.
- Developing responsive and user-friendly interfaces using Bootstrap and CSS.

- Preprocessing, validating, and uploading data to ensure accuracy, consistency, and system integrity.
- Collaborating with the development team using GitHub for version control and codebase management.
- Conducting comprehensive system testing, debugging, and issue resolution to ensure reliability.
- Deploying the MIS to a secure and stable live hosting environment.
- Continuously enhancing and updating the MIS to meet evolving user and stakeholder needs.
- Undertake any additional tasks and responsibilities that may be assigned by the Project Director, Deputy Project Director and M&E Specialist.

Qualifications/Experience Required:

1. A successfully completed Bachelor's Degree in Computer Engineering, Information Technology (IT), Computer Science (specialize in GIS) or any other relevant field which is recognized by the University Grants Commission of Sri Lanka.

With

At least Two (02) years post qualifying experience in the required area of specialization.

Or

2. Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7 issued by a Technical & Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to technical field.

With

At least Two (02) years post qualifying experience in the relevant field at a Managerial Level.

Or

3. Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6 issued by a Technical & Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to technical field.

With

At least 05 years of experience in the required area of specialization.

Or

4. Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 05 issued by a Technical & Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to technical field.

With

At least 08 years of experience in the required area of specialization.

Other Required Qualifications and Experiences

- A Master's degree or professional certification is an added advantage.
- Proven experience as an IFAD funded projects or other international Agencies would be distinct Advantage.
- Experience and knowledge of the rules and procedures in force at the IFAD and the Government of Sri Lanka.
- Computer-literate and well-versed in the use of MS Word, MS Excel and the Internet.
- Experience in working with System software will be a plus.
- Strong inter-personal skills.
- Strong analytical skills.
- Good oral and written communication skills in English and Sinhala, preferably in Tamil.

Salary Scale:

Based on the Management Services Circular 02/2026.

Location and period of execution

The Senior Management Information System/ IT Officer will be based in Project Management Unit at Colombo with field visits as may be required.

Duration of services

Duration of service is 1 (one) year subject to six (6) months' probation period and extension will be subjected successful performance evaluation according to the Management Service Circular 02/2026.



Recruitment of
Finance and Administration Officer (Category F) – 02 Positions
(For PMU & Nikaweratiya Hub)
Smallholder Agribusiness and Resilience Project (SARP)
Ministry of Agriculture, Lands, Livestock and Irrigation

The Smallholder Agribusiness and Resilience Project (SARP) implemented by the Ministry of Agriculture, Livestock, Lands and Irrigation and jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka is for a period of 6 years (2021 to 2027). This Project (SARP), aims to build resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala, which would be establish a dedicated Project Management Unit (PMU) at central level and two regional hubs for the implementation. Total project finance value is USD 59.57 Mn.

Applications are invited from qualified Sri Lanka Citizens to recruit Finance and Administration Officer (Category F) and as per Management Service Department (MSD) Circular Number 02/2026 and Government recruitment procedures for the IFAD funded Smallholder Agribusiness and Resilience Project (SARP).

The applicant should possess the following qualification and experience given in the Management Service Department (MSD) Circular Number 02/2026 dated 28th March 2026.

1. Finance and Administration Officer (Category F) - Project Management Unit

Qualifications and experience:

Based on the Management Services Circular 02/2026.

A Brief Job Description:

The Finance and Administration Officer will work under the supervision of the Area Coordinator, Deputy Project Director & Project Director and in close collaboration with staff in the Project Management Unit (PMU) and relevant Hub. He/ She is responsible for all finance and administrative tasks in PMU or relevant Hub.

General Conditions:

- Age Limit – Below Sixty-four (64) years on the closing date of application.
- All appointments will be initially for a period of one year and extension of services will be based on successful performance.
- Employees are required to travel to project sites depending on the need.
- Working experience in the foreign funded projects in Sri Lanka is preferable
- Proficiency in English, Computer Literacy and familiarity with government rules and regulations.
- Salary for each position will be based on the Management Services Circular No. 02/2026 dated 28th March 2026.
- Short listed applicants based on qualifications and experience will be called for the interview.

Location:

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For more information, please visit [www.sarp.lk. \(https://sarp.lk/vacancies\)](https://sarp.lk/vacancies)

**Project Director
Smallholder Agribusiness and Resilience Project
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.
email: procurementsarp@gmail.com Phone: 0112770998**

28th June 2026

Terms of Reference (TOR)

Finance and Administration Officer (Category F) – 02 Positions

(For PMU and Nikaweratiya Hub)

Background

The Smallholder Agribusiness and Resilience Project (SARP) is co-funded by the International Fund for Agricultural Development (IFAD) and the Government of Sri Lanka. It aims to contribute to reduce poverty among small-scale farmers and increase food security and nutrition in dry zones by building resilience and enabling rural households to access markets in geographies affected by climate change. The project is focused in select hotspots in Vauniya, Mannar, Puttlam, Kurunegala and Mathale districts aligned across the Deduru oya, Mee oya and Malwathu Oya river basins. The Total Project Finance Value is USD 59.57 Mn.

Scope of work:

The Finance and Administration Officer at Nikaweratiya hub will work under the supervision of the Area Coordinator, Deputy Project Director and Project Director. The Finance and Administration Officer at PMU will work under the supervision of the Finance Manager, Deputy Project Director and Project Director. The Finance and Administration Officer is responsible for all financial and administrative tasks in PMU or relevant Hub.

Specific duties of the incumbent will include but are not limited to the following:

- The Finance & Administration Officer will assist the Area Coordinator/Finance Manager and report to the Project Accountant on all financial matters relating to implementation of the project.
- She/he will be mainly responsible for preparing regular reports and Annual Financial Statements for all project funds disbursed by DPMU and required by IFAD and Government of Sri Lanka.
- Installation of appropriate accounting/reporting systems to ensure that the DPMU and especially the Programme Coordinator are regularly informed of on-going financial status and transactions.
- Familiarize with the “BUSY” accounting software used for the SARP and feed data and manage reports according to the project requirements.
- Maintain close communications with “BUSY” service provider for system maintenance and online support
- Develop annual budget in close collaboration with the Project Technical Team both at PMU and District levels
- Ensure that all project funds are used in accordance with the conditions of the financing agreements, with due attention to economy and efficiency, and only for the purposes for which the funds were provided.
- Provide assistance to the Area Coordinator/Finance Manager in compiling and consolidating accounts and preparing Unaudited and Audited Project Account in stipulated date for each Fiscal Year as agreed in loan/credit agreement.
- Ensure that all necessary supporting documents, records and accounts are kept in respect of all project activities, with clear linkages between the books of account and the financial statements presented to the financiers.

- Develop Funds Flow Projections in collaboration with the Project Coordinator and the Procurement Specialist at PMU levels.
- Assist in the planning and budgeting for the project program, taking the lead role in the financial plan and budgets and ensuring that the assumptions, parameters, guidelines and policies in planning are complied with.
- Ensure compliance with the IFAD and Government standards and procedures, related to procurement, disbursements, Special Accounts, Expense Statements (Statement of Expenditure SOE), IFRs, the Special Commitments, etc.
- Monitor financial disbursements and all administrative procedures in line with the IFAD and Government requirements.
- Establish and improve the internal control systems (goods, services, assets and works) and verify that the accounting controls is put in place at all levels; liaise with external auditors to audit the project accounts to meet the required submission dates by both GoSL and IFAD.
- Maintain records and file all payment vouchers in appropriate manner.
- Maintain a records of all stationeries and order required items at re-order level
- Managing the petty cash payments with in the eligible threshold and timely replenishment of the petty cash and ensure DPMU is maintaining sufficient petty cash float.
- Preparation of payment vouchers and processing the payments recommended by the Deputy Project Director and approved by the Project Director.
- Preparation and submission of the Bank Reconciliation to the PA.
- Review bank reconciliation and take necessary action to follow up on long outstanding cheques.
- Verification of the payment requests, Programme budgets, vouchers etc. before submission for the approval/payment.
- Communication of the concerns related to a bills/invoice/wrong codes etc. to concerned persons when reviewing the payments.
- Verification of the budget availability, accuracy of the budget codes of the payment requests;
- Maintenance of the Beneficiary list and ensure the right beneficiary gets the right advance in right time.
- Maintain Advance register and follow up with the respective staff to ensure the advances are settled within 5 working days after completion of the task.
- Maintain a cash book, payment vouchers, petty cash book for the transactions taken place in the district hubs/PMU.
- Input all the payment receipt details to the “BUSY” accounting package timely.
- Maintain an asset register feeding all asset details in the asset management system in the “BUSY”
- Carrying out the Fixed Asset Verification at the year end and submit the report to the PMU in the specified format.
- Maintenance of the contract register as required by IFAD.
- Manage vehicle fleet hired for the PMU and district hubs to make sure all vehicles have been utilized within the allocated mileage for the month.
- Verify all running chart and invoices and process payments according to the agreement.
- Any other duties assigned by the Project Director, Deputy Project Director, Finance Manager, Project Accountant, Hub Accountant and Area Coordinator.

Qualifications/Experience Required:

1. A successfully completed Bachelor's degree in the relevant field which is recognized by the University Grants Commission of Sri Lanka.

With

At least Two (02) years post qualifying experience in the required area of specialization.

Or

2. Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7 issued by a Technical & Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to technical field.

With

At least Two (02) years post qualifying experience in the relevant field at a Managerial Level.

Or

3. Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6 issued by a Technical & Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to technical field.

With

At least 05 years of experience in the required area of specialization.

Or

4. Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 05 issued by a Technical & Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to technical field.

With

At least 08 years of experience in the required area of specialization.

Other Required Qualifications and Experiences

- A Master's degree or professional procurement certification (e.g., CIPS, CPP) is an added advantage.
- Minimum 2 years of hands-on experience in public sector procurement. Prior experience with IFAD funded is highly preferred.
- Proven experience in international Agencies would be distinct advantage.
- Strong knowledge of Sri Lankan Government Procurement Guideline.
- Computer-literate and well-versed in the use of MS Word, MS Excel and the Internet.
- Experience in working with OPEN System software will be a plus.
- Strong inter-personal skills & strong analytical skills.
- Good oral and written communication skills in English and Sinhala, preferably in Tamil.

Salary Scale:

Based on the Management Services Circular 02/2026.



Location and period of execution

The Finance and Administration Officer will be based in PMU (Battaramulla) and Nikaweratiya Hub with field visits as may be required.

Duration of services

Duration of service is 1 (one) year subject to six (6) months' probation period and extension will be subjected successful performance evaluation according to the Management Service Circular 02/2026.



Hiring of
Technical Officer (06 Positions)
Smallholder Agribusiness and Resilience Project (SARP)
Ministry of Agriculture, Lands, Livestock and Irrigation

The Smallholder Agribusiness and Resilience Project (SARP) implemented by the Ministry of Agriculture, Livestock, Lands and Irrigation and jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka is for a period of 6 years (2021 to 2027). This Project (SARP), aims to build resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala, which would be establish a dedicated Project Management Unit (PMU) at central level and two regional hubs for the implementation. Total project finance value is USD 59.57 Mn.

1. Technical Officers (Consultancy Basis) – 06 Positions for Kurunegala, Puttalam, Matale based in Nikaweratiya branch and Mannar, Vavuniya, Anuradhapura based in Medawachchiya branch

A Brief Job Description:

Under the overall guidance of the Project Director and the direct supervision of the Senior Project Engineer/Watershed Development and Irrigation Engineer(s), the Senior Technical Officer shall support the planning, coordination, supervision, monitoring, and implementation of all agricultural water management and irrigation infrastructure activities, including tank rehabilitation, feeder roads, and other cascade/sub-watershed infrastructure interventions within the assigned hub. The Senior Technical Officer will closely coordinate with the Watershed Development and Irrigation Engineer(s), Project Management Unit (PMU), Implementing Agencies, consultants, contractors, and other stakeholders.

General Conditions:

- All appointments will be initially for a period of one year and extension of services will be based on successful performance.
- Employees are required to travel to project sites depending on the need.
- Working experience in the foreign funded projects in Sri Lanka is preferable
- Proficiency in English, Computer Literacy and familiarity with government rules and regulations.
- Short listed applicants based on qualifications and experience will be called for the interview.

Location:

Project Management Unit is located in Battaramulla and the Hub offices are located in Nikawaratiya and Madawachchiya. However, traveling to project locations are involved frequently.

APPLICATIONS:

All applicants are requested to forward their applications together with Curriculum Vitae with two non-related referees and copies of all the certificates attached, under registered post to the address given below on or before **13th July 2026**.

- Applicants currently in government/ semi government services should forward their applications through their respective Head of Departments.
- Applied post should be clearly stated **on the top left – hand corner** of the envelope containing the application.
- The decision of the Secretary, Ministry of Agriculture, Livestock, Lands and Irrigations is final and conclusive on the above recruitments.

Address for Applications

**Project Director,
Smallholder Agribusiness and Resilience Project,
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**

For more information, please visit [www.sarp.lk](https://sarp.lk). (<https://sarp.lk/vacancies>)

**Project Director
Smallholder Agribusiness and Resilience Project
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.
email: procurementsarp@gmail.com Phone: 0112770998**

28th June 2026

Terms of Reference (TOR)

Technical Officers – 06 Positions

(Based in Nikaweratiya Hub and based in Medawachchiya Hub)

Background

The Smallholder Agribusiness and Resilience Project (SARP), jointly financed by the International Fund for Agricultural Development (IFAD) and the Government of Sri Lanka, aims to build the resilience and market participation of 40,000 rural households in the climate change-affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam, and Kurunegala. This objective is achieved through capacity building for climate resilience and inclusive value chains, together with investments in climate-resilient infrastructure, including last-mile infrastructure.

The Ministry of Agriculture, Livestock, Land & Irrigation is the Lead Programme Agency and has established a dedicated Project Management Unit (PMU) at the central level and two Regional Hub Offices for the implementation of SARP.

Scope of Work

Under the overall guidance of the Project Director and the direct supervision of the Senior Project Engineer/Watershed Development and Irrigation Engineer(s), the Senior Technical Officer shall support the planning, coordination, supervision, monitoring, and implementation of all agricultural water management and irrigation infrastructure activities, including tank rehabilitation, feeder roads, and other cascade/sub-watershed infrastructure interventions within the assigned hub. The Senior Technical Officer will closely coordinate with the Watershed Development and Irrigation Engineer(s), Project Management Unit (PMU), Implementing Agencies, consultants, contractors, and other stakeholders.

The Senior Technical Officer shall perform, but not be limited to, the following responsibilities:

- Assist the Senior Project Engineer and Watershed Development & Irrigation Engineer(s) in planning, coordinating, and implementing agricultural water management and irrigation infrastructure activities within the assigned Hubs/districts.
- Coordinate and supervise the day-to-day activities of Technical Officers assigned to the districts and provide technical guidance to ensure the timely and quality implementation of infrastructure works.
- Review and verify engineering surveys, designs, drawings, estimates, Bills of Quantities (BOQs), technical specifications, and contract documents prepared for cascade/sub-watershed infrastructure interventions.
- Ensure that all infrastructure designs comply with approved engineering standards, project guidelines, environmental and social safeguards, and Government regulations.
- Coordinate with Implementing Agencies during the planning, procurement, implementation, and completion of civil works.
- Assist in the technical appraisal of proposed infrastructure interventions by assessing their technical feasibility, financial viability, environmental sustainability, and social acceptability.

- Review construction methodologies and recommend appropriate engineering solutions to improve efficiency, quality, durability, and cost-effectiveness.
- Monitor the implementation progress of civil work through regular field inspections and ensure that activities are carried out according to approved designs, specifications, work schedules, and contractual requirements.
- Ensure effective quality assurance and quality control (QA/QC) throughout all stages of construction by conducting inspections, reviewing laboratory test results where applicable, and verifying compliance with technical specifications.
- Identify implementation issues, technical constraints, and potential risks, and recommend practical corrective actions to minimize delays and cost overruns.
- Coordinate with consultants, contractors, and Implementing Agencies to resolve technical issues arising during construction.
- Verify work measurements, interim payment certificates, variation orders, and completion certificates in collaboration with Implementing Agencies to facilitate timely payments.
- Monitor the physical and financial progress of infrastructure work against approved work plans and budgets and report deviations with appropriate recommendations.
- Maintain comprehensive records of all infrastructure activities, including progress monitoring, contract administration, site inspections, quality assurance records, and project documentation.
- Review the performance of consultants, contractors, suppliers, and service providers engaged in infrastructure activities and recommend corrective measures where necessary.
- Conduct post-construction inspections and performance evaluations of completed infrastructure works, including assessments of workmanship, functionality, and sustainability.
- Assist in organizing and conducting technical training programmes for Project staff, Implementing Agencies, ARPA staff, service providers, contractors, and farmer organizations on irrigation development, watershed management, construction quality, contract management, and operation and maintenance of infrastructure.
- Facilitate community awareness and capacity-building programmes on the operation and maintenance of rehabilitated infrastructure to ensure long-term sustainability.
- Prepare monthly, quarterly, and annual technical progress reports covering physical progress, financial progress, implementation constraints, lessons learned, and recommended actions.

- Support the preparation of annual work plans, procurement plans, infrastructure implementation schedules, and budget estimates.
- Participate in field missions, technical reviews, supervision missions, audits, and evaluations conducted by the PMU, IFAD, Government agencies, and other development partners.
- Ensure compliance with environmental and social safeguard measures, occupational health and safety requirements, and project implementation procedures during construction activities.
- Perform any other technical duties assigned by the Project Director or the Senior Project Engineer related to the successful implementation of SARP infrastructure activities.

Qualifications/Experience Required: Grade I

1. A Bachelor's Degree in the relevant field which is recognized by the University Grants Commission of Sri Lanka with at least five (02) years of experience in the required area of specialization.
2. A certificate of proficiency not below than NVQ Level 06 issued by a Technical/ Vocational Training Institute with at least five (05) years of experience in the required area of specialization.
3. A certificate of proficiency not below than NVQ Level 05 issued by a Technical/ Vocational Training Institute with at least eight (08) years of experience in the required area of specialization.

Qualifications/Experience Required: Grade II

1. A Bachelor's Degree in the relevant field which is recognized by the University Grants Commission of Sri Lanka.
2. A certificate of proficiency not below than NVQ Level 06 issued by a Technical/ Vocational Training Institute with at least three (03) years of experience in the required area of specialization.
3. A certificate of proficiency not below than NVQ Level 05 issued by a Technical/ Vocational Training Institute with at least six (06) years of experience in the required area of specialization.

Other Required Qualifications and Experiences

- Familiarity with agriculture approach and/or IFAD investment operations is an asset
- Experience in managing small team of extension workers/ technical staff
- Experience in managing and delivering training
- Experience and knowledge of the rules and procedures in force at the IFAD and the Government of Sri Lanka will be a plus;
- Computer-literate and well-versed in the use of MS Word, MS Excel and the Internet, and have demonstrated capability in MS Access
- Strong inter-personal skills
- Strong analytical skills
- Good oral and written communication skills in English and Sinhala, preferably in Tamil.



Salary Scale: Negotiable

Location and period of execution

The Technical Officers will be based in Hubs at Nikaweratiya (Kurunegala/ Puttalam/ Matale) or Medawachchiya (Mannar/Vavuniya/Anuradhapura) with field visits.

Duration of services

Duration of service is 1 (one) year subject to six (6) months' probation period and extension will be subjected successful performance evaluation.