

Board of Investment of Sri Lanka (BOI)

Outsourcing of Secretary to the Board (One-Year Contract)

The Board of Investment of Sri Lanka (BOI), the country's premier investment promotion agency, invites applications from suitably qualified and experienced individuals for the provision of outsourced services as **Secretary to the Board**. Applicants must be below 60 years of age and possess professional qualifications as Chartered Corporate Secretary, Chartered Accountant, Attorney-at-Law, or equivalent professional qualifications, along with a minimum of three (03) years' experience in reputed public or private sector organizations. Preference will be given to applicants with experience in government organizations in a similar capacity.

How to Apply :

Applicants may collect the relevant documents from the Procurement Unit, Administration Department, Level 09, Board of Investment of Sri Lanka, World Trade Center, Echelon Square, Colombo 01, on or before 09.02.2026 by producing a written request to the Director - Administration, Administration Department, Level 09, Board of Investment of Sri Lanka, West Tower, World Trade Center, Colombo 01.

For more Details:

Further information on the outsourcing of the Secretary to the Board may be obtained from the Executive Director – HR & Administration, Board of Investment of Sri Lanka (Tel: 011-2332202 / 011-2427185; E-mail: manjulak@boi.lk).

Chairman

Board of Investment of Sri Lanka