



**MINISTRY OF DIGITAL ECONOMY
INFORMATION AND COMMUNICATION
TECHNOLOGY AGENCY (ICTA) OF SRI LANKA**

RECRUITMENT OF A COMPANY SECRETARY TO ICTA

(ICTA/GOSL/SER/NS/2025/01)

Are you a seasoned professional with expertise in company secretarial duties and compliance with Sri Lankan regulations? The Information and Communication Technology Agency of Sri Lanka (ICTA), a duly incorporated private limited company under the Companies Act No. 07 of 2007 and operating as a State-Owned Enterprise (SOE), is seeking a **dynamic Senior Company Secretary**. This pivotal role will serve as the primary point of contact for ensuring effective governance and compliance, overseeing secretarial tasks, and upholding adherence to regulatory standards and best practices.

The invitation for quotations, instructions and other details can be downloaded from the Website of Information and Communication Technology Agency (**www.icta.lk/resources/procurement**) or can be obtained from the Procurement Division, Information and Communication Technology Agency of Sri Lanka, No.490, R.A. De Mel Mw., Colombo 03 during week days from 08th January 2025 to 16th January 2025 from 9 a.m. to 3 p.m.

The deadline for applications is January 17, 2025, at 2:00 P.M.

**Chairman,
Information and Communication Technology Agency of Sri Lanka,
No.490, R.A. De Mel Mawatha, Colombo 03.**

08th January 2025