



**NATIONAL SCIENCE AND TECHNOLOGY  
COMMISSION  
(Ministry of Education)**



**VACANCIES**

The National Science and Technology Commission (NASTEC), established by the Science and Technology Development Act No 11 of 1994, functions under the purview of the Ministry of Education.

**NASTEC invites applications from citizens of Sri Lanka to fill the following positions.**

**POST OF MANAGEMENT ASSISTANT, Grade III, MA-1-2, (Non-Technological) – 03 Vacancies**

**External Candidates**

**Qualifications:**

- a). Having passed the G.C.E.(O/L) examination six subjects in one sitting with credit passes for four subjects including
- i. Sinhala/Tamil
  - ii. English language
  - iii. Mathematics
- And**
- b). Having passed three subjects (other than the General Paper at the G.C.E. (A/L) examination)

**Internal Candidates**

**Educational Qualifications:**

Employees of the categories of Primary Level-Skilled, Primary Level-Semi skilled and Primary Level-Unskilled who possess the following qualifications are eligible to apply.

Having passed the G.C.E. (O/L) examination in six subjects with credit passes for four subjects including

- i. Sinhala/Tamil
- ii. English language
- iii. Mathematics

**And**

Having completed a minimum of five (05) years of satisfactory service in a permanent post under the above employee category.

**Age:** Should be not less than 18 years and not more than 45 years.

**Salary Scale:** Rs.27,910-10X300-7X350-12X600-12X710- 49,080

**Initial Salary Step:** Rs.27,910/-

**Other Benefits**

- Cost of Living Allowance
- Government approved other allowances
- Employees Provident Fund - Institutional Contribution 12% and Employee Contribution 8%
- Employees' Trust Fund - Institutional Contribution 3%

**Recruitment Procedure:** on the results of written competitive examination **and/or** a structured interview conducted by a panel appointed by the appointing authority.

**Major Duties of the Post:** Please visit [www.nastec.gov.lk](http://www.nastec.gov.lk) for more details

### **How to Apply**

- Applications with comprehensive bio-data and contact details of two non-related referees and copies of relevant certificates must be sent on or before **15/02/2024** to the **Director/CEO, National Science and Technology Commission, 6<sup>th</sup> Floor (Wing D), Sethsiripaya Stage II, Battaramulla, by registered post.** Incomplete applications will be rejected and National Science and Technology Commission has discretionary authority to make the final decision on selecting suitable candidates. Only short listed applicants will be called for interviews. The position applied for should be indicated on the top left-hand corner of the envelope.
- Those who are already in Public Corporations, Statuary Boards or in Public Institutions should submit their applications through respective Head of Institutions with clear consent whether He/ She can be released on selection.

Director/CEO  
National Science and Technology Commission  
6th Floor (Wing D),  
Sethsiripaya Stage II,  
Battaramulla,

Tel : 011-2186711  
Web : [www.nastec.gov.lk](http://www.nastec.gov.lk)