





We are looking for result oriented & self-motivated individuals with exceptional integrity & competence to result for the following positions.

LEGAL OFFICER- 01 VACANCY (ON CONTRACT BASIS)

External Candidates :

A Degree in Law which is recognized by the U.G.C with Attorney at Law.

AND

A minimum one (01) year post qualifying experience in the relevant field to the post.

Age:

Should be not less than 22 years and not more than 45 years.

Salary :

Rs.71,730/- (Basic salary)

Rs.17,800/- (Cost of Living)

MANAGEMENT ASSISTANT (MA 1-2) - 12 VACANCIES

SALES EXECUTIVE (MA 1-2) - 13 VACANCIES

DEBT COLLECTOR (MA 1-2) – 01 VACANCY

External Candidates

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

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

AND

Having passed three subjects (other than the General Paper) at the G.C.E. (A/L) examination.

Internal Candidates

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

Educational: 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 (if necessary to the post)

iii. Mathematics

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

Age :

Age should be not less than 18 years and not more than 45 years. The upper age limit will not apply to internal candidates.

Salary :

Rs.40,403/- (Basic paid salary as at 01.01.2025 - As per DMS Circular No: 01/2025)

Rs.17,800/- (Cost of Living)

Other:

Every Applicant,

- i. Should be a citizen of Sri Lanka.
- ii. Should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the island.
- iii. Should be of excellent moral character.

Application Procedure:

Applicants giving full bio- data together with copies of all certificates for academic, professional qualifications & experience with names, addresses & telephone numbers of two non -related referees should be send to reach to following address on or before 4th August 2025 under the registered post indicating the post applied on the top left hand corner of the envelop. Applicants from Departments/Statutory Board/Public Corporations/ Fully Government Corporations should send their applications through the respective Heads of the Organizations. Applications received after the closing date will not be considered. Incomplete applications will be rejected without intimation.

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