



Sri Lanka Accreditation Board
Ministry of Trade, Commerce, Food Security and Co-operative Development

VACANCIES

Applications are invited from the citizens of Sri Lanka for the following posts in the Sri Lanka Accreditation Board for Conformity assessment (SLAB).

SLAB is the National Accreditation Authority for Sri Lanka established under Act. No.32 of 2005 responsible for Accreditation of Testing/Calibration Laboratories, Medical Laboratories, Inspection Bodies and Certification Bodies and Validation and Verification Bodies involved in Conformity Assessments. SLAB at present functions under the Ministry of Trade, Commerce, Food Security and Co-operative Development. SLAB has been admitted to IAF MLA and ILAC MRA for accreditation programme.

Common Information for Applicants:

- Please note that applications must be submitted using the designated format, which can be downloaded from our official website at www.slab.lk.
- Certified copies of documents proving the **basic qualifications** only must be sent **by registered post** to the following address:
Chairman,
Sri Lanka Accreditation Board for Conformity Assessment,
No. 44, Dedicated Economic Center, Narahenpita, Colombo 05.
- The top left corner of the envelope should clearly state the position applied for.
- Allowances approved by the Government will be paid. Other benefits include:
 - EPF Contribution: 15% by the employer
 - ETF Contribution: 3% by the employer
 - Entitlement to Agrahara medical insurance
- Please note that **no traveling expenses will be reimbursed**.
- Applications received after the closing date and incomplete applications will be rejected.
- Last Date for Applications: **15th September 2025**

Director - 01 Post

1. QUALIFICATIONS:

1.1 External Candidates:

Professional

1. B.Sc Degree in Science subjects and a relevant Post Graduate Degree qualification (Masters)

OR
2. Bachelors Degree in a field relevant to laboratory Medicine or Medical Sciences and a relevant Post Graduate degree qualification (Masters)

OR
3. B.Sc (Eng.) Degree or equivalent professional qualifications accepted by the University Grants Commission and a relevant Post Graduate Degree Qualification (Masters)

Experience:

Twenty (20) Years post-qualifying experience at managerial level out of which at least five (5) years should be at senior management level and ten (10) years of experience in Accreditation, Conformity Assessment, Systems Auditing and related activities.

AND

Should have thorough knowledge of Conformity Assessment Procedures and relevant International Standards and proven ability to lead and direct multi-disciplinary teams and experience in management and deployment of human and other resources and should be a Qualified lead assessor of Quality System.

1.2 Internal Candidates:

Experience

Minimum of five (5) years service in the post of Additional Director of the SLAB

AND

Should have thorough knowledge of Conformity Assessment Procedures and relevant International Standards and proven ability to lead and direct multi-disciplinary teams and experience in management and deployment of human and other resources

2. Salary

Salary Code and Monthly Salary Scale: **HM - 2-3 – 2025 – LKR 173,000– 4850 x 12 = 231,200**

However, till 01.01.2027 remunerations for all the recruitments and promotions should be in line with the schedule II of the MSD Circular No. 01/2025.

3. Age:

Should be not less than 40 years and not more than 55 years of age. The upper age limit does not apply to internal candidates.

4. Confirmation:

An external candidate appointed to this category will be on probation for a period of three years. He/She will be confirmed at the end of this period provide that his/her performance and conduct has been satisfactory. Internal candidates will be subjected to an acting period of one year.

5. Recruitment Procedure:

Recruitment will be by calling for applications through a public advertisement or a Newspaper advertisement followed by a structured interview. Appointments will be made purely in the order of merit at the interview.

ADMINISTRATIVE OFFICER - 01 Post

1. QUALIFICATIONS:

1.1 External Candidates:

1. Bachelor's Degree in Human Resource Management/ Public Administration/ Public Management/Business Administration/ Management/ Commerce which is recognized by the U.G.C

1.2 Internal Candidates:

1. Having obtained the qualifications required by the external candidates above.

OR
2. Completion of minimum five (05) years satisfactory service in a post of the 'Management Assistant-Non-Technological' (MA1-2) Grade II, in the subject area relevant to the post.

2. Salary

Salary Code and Monthly Salary Scale: **JM 1-1 – 2025 – LKR 72,650 – 1360 x 10 – 2040 x 18 = 122,970**

However, till 01.01.2027 remunerations for all the recruitments and promotions should be in line with the schedule II of the MSD Circular No. 01/2025.

3. Age:

Candidates should be not less than 22 years and not more than 45 years of age. The upper age limit does not apply to internal candidates.

4. Confirmation:

An external candidate appointed to the Grade II of this category will be on probation for a period of three years from the date of assumption of duties. If his/ her performance and conduct is satisfactory during the period of probation, and on completion of the 1st Efficiency Bar Examination he/ she will be confirmed in the post at the end of the period of probation. The internally selected candidates already confirmed in a post in the SLAB will be subjected to an acting period of one year.

5. Recruitment Procedure:

Through a written competitive examination and/ or a structured interview

TECHNICAL OFFICER (IT) - 01 Post

1. QUALIFICATIONS:

1.1 External Candidates:

1. Bachelor's Degree in Information Technology which is recognized by the U.G.C.
2. Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6, issued by a technical /vocational training institute accepted by the Tertiary and Vocational Education Commission

AND

At least five (05) years post-qualifying experience in a relevant field in a Corporation, Board or a Reputed Statutory Institution

3. Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a technical / vocational training institute accepted by the Tertiary and Vocational Education Commission.

AND

At least ten (10) years post-qualifying experience in a relevant field in a corporation, Board or a Reputed Statutory Institution.

1.1 Internal Candidates:

Having obtained the qualifications required by the external candidates above.

2. Salary

Salary Code and Monthly Salary Scale: **JM 1-1 – 2025 – LKR 72,650 – 1360 x 10 –2040 x 18 = 122,970**

However, till 01.01.2027 remunerations for all the recruitments and promotions should be in line with the schedule II of the MSD Circular No. 01/2025.

3. Age:

Candidates should be not less than 22 years and not more than 45 years of age. The upper age limit does not apply to internal candidates.

4. Confirmation:

An external candidate appointed to the Grade II of this category will be on probation for a period of three years from the date of assumption of duties. If his/ her performance and conduct is satisfactory during the period of probation, and on completion of the 1st Efficiency Bar Examination he/ she will be confirmed in the post at the end of the period of probation. The internally selected candidates already confirmed in a post in the SLAB will be subjected to an acting period of one year.

5. Recruitment Procedure:

Through a written competitive examination and/ or a structured interview

MANAGEMENT ASSISTANT (NON- TECHNOLOGICAL) - 01 Post

1. QUALIFICATIONS:

1.1 External Candidates:

Educational

1. 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

2. Having passed three subjects (other than the General Paper) in Science, Maths, Technology or Commerce at the G.C.E. (A/L) examination in one sitting.

AND

3. 06 Months Certificate Course in Computer Application from a Recognized Institute.

1.2 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
- iii. Mathematics

Other:

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

AND

06 Months Certificate Course in Computer Application from a Recognized Institute.

2. Salary

Salary Code and Monthly Salary Scale: **MA 1-2 - 2025 – LKR 46,220 - 10x540 - 7x630 - 12x1080- 12x1280 = 84,350**

However, till 01.01.2027 remunerations for all the recruitments and promotions should be in line with the schedule II of the MSD Circular No. 01/2025.

3. Age:

Candidates should be not less than 18 years and not more than 45 years of age. The upper age limit does not apply to internal candidates.

4. Confirmation:

An external candidate appointed to the Grade III of this category will be on probation for a period of three years from the date of assumption of duties. If his/ her performance and conduct is satisfactory during the period of probation, and on completion of the 1st Efficiency Bar Examination he/ she will be confirmed in the post at the end of the period of probation. The internally selected candidates already confirmed in a post in the SLAB will be subjected to an acting period of one year.

5. Recruitment Procedure:

Through a written competitive examination and/ or a structured interview