



**MINISTRY OF SCIENCE AND TECHNOLOGY
INDUSTRIAL TECHNOLOGY INSTITUTE
363, BAUDDHALOKA MAWATHA, COLOMBO 7**



Industrial Technology Institute (ITI) {formerly **Ceylon Institute of Scientific & Industrial Research (CISIR)**} a Statutory Board functioning under the Ministry of Science and Technology, is a Multidisciplinary Research Institute in Sri Lanka dedicated to the promotion of industrial development through R & D, Contract, Consultancy, Training and Technical Services.

The Institute seeks dynamic, energetic and resourceful candidates for the following post and the most suitable among the applicants will be selected to fill the vacancies. Applications are invited from citizens of Sri Lanka who possess the necessary qualifications and experience.

Computer System Assistant (MA 2-2 III)

Qualifications

Having successfully completed a Computer Diploma not below than the National Vocational Qualification Level 5 in the relevant subject area, issued by a Technical / Vocational Training Institute accepted by the Tertiary and Vocational Education Commission.

AND

G.C.E (A/L) passes in three subjects (other than general paper) in one sitting

Job Description:

1. Undertake software/hardware related activities relevant to the institute functions and objectives within the time target.
2. Assist the Computer System Administrator in maintaining the IT computer system to ensure trouble free operation.
3. Supervising and guiding primary level workers.
4. Provide relevant IT support to Research Engineers/Scientists and Senior Research Technologist when undertaking research, contracts, consultancy, pilot trials, field work, method development/validation etc.
5. Provide relevant technical support to the Head of Section to maintain appropriate quality management system.
6. Any other duties assigned by the Head of the Section.

Age

Age should be not less than 18 years and not more than 45 years.

Salary Scale

MA 2-2 III : Rs.50,540-10x540-07x630-04x1080-20x1280-90,270/- (w.e.f.01.01.2027)
Salary : Initial Salary Step - Rs. 43,379/- + Government Approved Allowances

(As per the Provisions of Management Services Circular No.01/2025 dated 25/03/2025)

Other Benefits Applicable to the Above Position

- Selected candidates may be entitled to performance-based incentives, a contributory medical insurance scheme, and other benefit schemes implemented by the Institute.
- The Institute operates its own Provident Fund Scheme, to which employees contribute 10% of the gross salary, while the Institute contributes 15%. An additional 3% of the salary will be contributed by the employer to the Employees' Trust Fund.

Applicants currently employed in Government Departments, State Corporations, or Statutory Boards should submit their applications through the respective heads of their establishments. An advance copy of the application may be sent directly.

Applicants are requested to use the prescribed format available on the ITI website (www.iti.lk) when submitting their application. Applications that do not conform to these requirements will be rejected.

A duly completed application, together with photocopies of educational and professional qualifications, relevant experience, and the names and addresses of two unrelated referees, should be sent by registered post to the address given below on or before **15.09.2025**. In addition to applying by registered post, candidates are requested to send a soft copy of the application to careers@iti.lk

The post applied for should be indicated on the top-left corner of the envelope.

Director General / CEO
Industrial Technology Institute
363, Bauddhaloka Mawatha,
Colombo 07.
www.iti.lk