



VACANCIES
SRI LANKA STANDARDS INSTITUTION (SLSI)
Ministry of Science and Technology



Primary Level – Unskilled Category (PL -1 Gr. III)

Vacancy:

Post of Office Aide

❖ **Qualifications:**

External Candidates

Persons who have sat for the G.C.E. (O/L) Examination.

❖ **Method of Selection:**

Structured Interview

❖ **Salary Scale:**

LKR 40 500.00 – 10 x 450.00 – 10 x 490.00 – 07 x 540.00 – 15 x 590.00 - LKR 62 530.00 (This will be done in 02 instalments as per Management Services Circular. 01/2025 dated 2025-03-25, in 2026: LKR 38 488.00 and in 2027 : LKR 40 500.00)

❖ **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.

❖ **Age:**

Should be not less than 18 years and not more than 45 years. The upper age limit will not be applicable to internal candidates.

❖ **Other Benefits:**

1. Encashment of unutilized medical leave.
2. Life Insurance Cover & Medical Insurance Cover.
3. Reimbursement of medical expenses subject to a limit.
4. Annual incentive payment as approved by the General Treasury.
5. Opportunity to work in a professional environment.

Application Instructions:

1. The **prescribed application form** should be downloaded and duly completed with accurate information. The application form is available via the *link* or *QR code* provided below. (Applications submitted in any other format shall be rejected and no other documents should be attached to the application).
2. It is **mandatory** for applicants to accurately complete the **Google Form** accessible via the same link or QR code provided below and **submit** it together **with the duly completed and scanned application form**.
(Please note that candidates applying for more than one advertised position must submit a separate Google Form and the relevant application for each post. Additionally, separate hard copy applications must be submitted in individual envelopes for each position applied for)
Please note that applicants currently employed in public sector institutions should forward their applications through the respective heads of their institutions.
3. The **original duly completed application form** should be forwarded **by registered post** to the address given below **on or before 08th June 2026**, clearly indicating the applied post on the top left-hand corner of the envelope. Applications received after the closing date will not be accepted.

**Director General
Sri Lanka Standards Institution
No. 17, Victoria Place
Elvitigala Mawatha
Colombo 08**

Link for the Post of Office Aide

<https://slsi.lk/en/careers/>

 **QR Code:**



**Director General
Sri Lanka Standards Institution
Tel: 011-2671567-72
011-2019600**