



## Ministry of Foreign Affairs, Foreign Employment and Tourism

# LKI Lakshman Kadirgamar Institute of International Relations and Strategic Studies

The Lakshman Kadirgamar Institute of International Relations and Strategic Studies (LKIIRSS) established by the Sri Lanka Institute of Strategic Studies Act No. 45 of 2000 as amended by Act No. 32 of 2006 functions as a multidisciplinary research institute dedicated to the study of the strategic interests of Sri Lanka including in particular, Defense, National Security, Law, Economics, Culture Relations, Agriculture and Environment and the study of Sri Lanka's international relations.

The Lakshman Kadirgamar Institute (LKIIRSS) is seeking a dynamic person to serve as its Executive Director. The Executive Director should be a person who has excellent management skills and has proven ability to engage with wider Government, Diplomatic & Academic communities.

<b>Job Title</b>	Executive Director
<b>Location</b>	Colombo, Sri Lanka
<b>Salary</b>	MSD Circular No.01/2025 dated on 25.03.2025 HM 2-2-2025 Rs. [163,620 - 12x 4,850- 221,820/-] However, till 01.01.2027 remunerations will be paid in line with the schedule II of the MSD Circular No.01/2025. Initial Gross Salary- Rs.211,270/- (Basic Salary - Rs.142,610/-+ Allowances - 68,660/-) (Includes Telephone, Cost of Living & Fuel Allowance)
<b>Position Type</b>	Full-time
<b>Duties Include</b>	1. The Management and Administration of the Lakshman Kadirgamar Institute 2. Promote and further the interests of the Institute in Sri Lanka and Abroad 3. To manage a multidisciplinary team of Research Officers.
<b>Closing Date</b>	13 <sup>th</sup> July 2026

<b>EMAIL to:</b> addl.secadmin@mfa.gov.lk	<b>MAIL:</b> Additional Secretary (Administration), General Administration Division, Ministry of Foreign Affairs, Foreign Employment and Tourism, Republic Building, Colombo 01, Sri Lanka.
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### QUALIFICATIONS AND EDUCATIONAL REQUIREMENTS

#### Every applicant should;

- Be a citizen of Sri Lanka
- Be physically and mentally fit to discharge the duties of the post well and serve in any part of the Island
- Should be of excellent moral character

#### Educational Qualifications and Experience

##### **External Candidates: (01 or 02 below)**

1. A Bachelor's degree in Business Management, Human Resource Management, Business Administration, Public Administration, Commerce, Economics, International Relations & Strategic Studies or any other field relevant to the subject area of the post which is recognized by the University Grants Commission.

AND

A Postgraduate degree qualification in Business Management, Human Resource Management, Business Administration, Public Administration, Public Policy, Commerce, Economics, International Relations & Strategic Studies or any other field relevant to the subject area of the post which is recognized by the University Grants Commission or Corporate Membership of a recognized professional Chartered Institution, which is relevant to the subject area of the post.

AND

At least 18 years of experience in "Managerial Level" out of which 5 years' experience should be at Senior Managerial Level with a proven track record in a Corporation, Board/ Institution or a reputed Private Sector Establishment after obtaining the first degree

OR

2. A Bachelor's degree in Business Management, Human Resource Management, Business Administration, Public Administration, Commerce, Economics, International Relations & Strategic Studies or any other field relevant to the subject area of the post which is recognized by the University Grants Commission.

AND

Ph.D. Degree in Business Management, Human Resource Management, Business Administration, Public Administration, Public Policy, Commerce, Economics, International Relations & Strategic Studies or any other field relevant to the subject area of the post.

AND

At least 05 years' experience at "Senior Managerial Level" with a proven track record and management experience in a Corporation, Board or a reputed Private Sector Establishment after obtaining Ph.D.

#### **Internal Candidates:**

A minimum of five (05) years satisfactory service in a post in the Senior Manager (HM) category in the subject area relevant to the post.

AND

A proven ability to lead and direct multi-disciplinary teams.

Experience in proper deployment and efficient management of human and other resources.

#### Age

Age should be not less than 35 years and not more than 55 years. The upper age limit will not apply to the internal candidates.

### ADDITIONAL NOTES

All applicants must submit a cover letter and resume.

Please submit in 'pdf' to the email indicated. At interviews to produce the same in hard copies.

**By order of Board of Management of LKIIRSS**

**Secretary,  
Ministry of Foreign Affairs, Foreign Employment and Tourism,  
Colombo 01.**