



Ministry of Science and Technology

NATIONAL SCIENCE AND TECHNOLOGY COMMISSION

Vacancies

The National Science and Technology Commission (NASTEC), established by the Science and Technology Development Act No. 11 of 1994, functions under the purview of the Ministry of Science and Technology.

NASTEC invites applications from citizens of Sri Lanka to fill the following position.

POST OF ASSISTANT DIRECTOR (FINANCE AND ADMINISTRATION) **MM 1-1- 01 (CONTRACT BASIS)**

Qualifications :

External Candidates: (1 or 2 below)

1. A Degree in Financial Management, Accountancy, Commerce, Business Administration, Human Resource Management, Public Administration or any other degree, subject areas relevant to the post which is recognized by the U.G.C.

AND

A minimum of one year post qualifying experience in accounting, administration, after obtaining the first degree in a corporation, board, institution or a reputed private establishment.

2. Having passed the Intermediate Examination of a recognized professional Chartered Institute, of which the subject area is relevant to the post

AND

A minimum of one year post qualifying experience in accounting, administration, after obtaining the above qualifications in a corporation, board, institution or a reputed private establishment.

Internal Candidates: (1 or 2 below)

1. Having obtained the qualifications required by the external candidates mentioned above.
2. Completion of minimum five (05) years satisfactory service in a post in the Junior Manager (JM) Category, in the subject area relevant to the post

Age : Should be not less than 22 years and not more than 45 years. The upper age limit will not apply to internal candidates.

Salary: MM 1-1-2025 Rs.[91,690-10 x2,480 -15 x3,450 – 168,240]

(Basic salary + Government approved other allowances)

Major Duties of the Post: Please visit <http://www.nastec.gov.lk> for more details.

Recruitment Procedure: on the results of a written competitive examination and/ or a structured interview conducted by a panel appointed by the appointing authority as determined by the Board of Directors.

Application Procedure:

- Applications with comprehensive bio-data and contact details of two non-related referees and copies of certified relevant certificates should be sent on or before **07 August 2026** to the **Director/CEO, National Science and Technology Commission, 06th Floor, Wing D, Stage II, Sethsiripaya, Battaramulla** by registered post. Only short listed applicants will be called for interviews. The position applied for should be indicated on the top left hand corner of the envelope. Applications from employees in the Government Corporations/ Boards/Public Sector should be forwarded through their respective Heads of Institutions, if such applications are to be considered.
- This permanent position is entitled to the Employees' Provident Fund(Institutional contribution 12%, Employee contribution 8%) and Employees' Trust Fund (Institutional contribution 3%).

Director/CEO

National Science and Technology Commission (NASTEC)

06th Floor, Wing D

Stage II, Sethsiripaya, Battaramulla.

Tel: + 94 11 218 6711 Fax: + 94 11 218 6713