



Postgraduate Institute of Indigenous Medicine University of Colombo

VACANCIES

Applications are invited from individuals who have fulfilled the qualifications for the following positions that are vacant at the Postgraduate Institute of Indigenous Medicine of the University of Colombo.

01. Post of Management Assistant (Grade III)

Qualifications:

- Should have passed the G.C.E.(O/L) Examination in six (06) subjects at one sitting with Credit passes in: -
 - Sinhala Language /Tamil Language
 - English Language/English Literature
 - Mathematics

AND

- Should have passed in all subjects at G.C.E.(A/L) Examination (except the Common General Paper) at one sitting. (Passing in 3 subjects under the old syllabus at one sitting would be sufficient for this purpose.)
- Preference will be given to those who possess the following;
 - An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.

AND

- Two years of experience in the use of computer application packages.

Eligibility:

- Should be a citizen of Sri Lanka.
- Should be not less than 18 years and not more than 30 years of age on the closing date of applications.
- Should be of good character.

Salary Scale: Rs 49,475 –17x540 –Rs.58,655 p.m. as at 01.01.2025 U – MN 1 (III)

(Other government approved allowances will be paid)

Selection : By Written Examination (75 % marks) and Interview (25 % marks).

- Knowledge in Sinhala/Tamil & English Language
- Intelligent quotient and General Knowledge
- Computer Literacy

02. Post of Works Aide (Grade III)

Qualifications:

- Should have passed the G.C.E.(O/L) Examination in six (06) subjects with at least two (02) credit passes in not more than two sittings.

Salary Scale: Rs. 42,775-16x450 –49,975 p.m. as at 01.01.2025 [U PL 1(III)]

(Other government approved allowances will be paid)

Selection : A trade test and/ or structured interview.

Age : Should be not less than 18 years and not more than 45 years.

Other :

Every Applicant.

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

Applications for these posts should be sent by registered post addressed to **Senior Assistant Registrar, Postgraduate Institute of Indigenous Medicine, OPD Building, 5th Floor, National Ayurveda Hospital, Cotta Road, Borella, Colombo 08 to receive on or before 05.10.2026.** Please ensure that the position applying for is clearly indicated on the top left-hand corner of the envelope.

Each applicant shall pay a **non-refundable application processing fee of LKR 1,000/-** for each post applied for. A separate application fee must be paid in respect of each position.

Application form and further details can be obtained from the website of the Postgraduate Institute of Indigenous Medicine (<https://pgiimed.cmb.ac.lk>). Only the applications submitted in the prescribed form will be considered.

Incomplete applications or those lacking required details, including payment slip, photocopies of certificates verifying qualifications and experience, will be rejected. Late submissions will not be accepted and rejected applications will not be reconsidered under any circumstances.

The Selected candidates will be a member of the Universities Provident Fund and the Universities Pension Scheme. He /She will contribute 10% of his/her monthly salary to the Universities Provident Fund and at the same time, the employer will make a total contribution equivalent to 15% of the employees' salary of which 8 % will be credited to the Universities Pension Fund and 7 % to the Universities Provided Fund. Three percent(3%) of the salary will be contributed by the University to the Employees' Trust Fund in terms of Provision of the Employees' Trust Fund.

Application Processing Fee Payment : Applicants are kindly requested to make the applicable payment to the following bank account and write his / her **Name, NIC Number and "Post of Management Assistant Gr III" / "Post of Work Aide Gr III"** as the reference on the payment slip before submitting the application.

The original bank slip should be affixed in the relevant box given in the application. Please note that **original bank slips which are not attached, or bank slips without the details of the applicant, will not be accepted.** A scanned copy or clear photograph of the payment slip should be emailed to: recruitments@pgiimed.cmb.ac.lk for payment verification. **Account Name: Postgraduate Institute of Indigenous Medicine | Account No.: 92027342 | Bank: Bank of Ceylon | Branch: Borella Super Grade.**

Applicants from Government Departments, Corporations and/or other Statutory Boards should channel their applications through the Head of such institutions. Applications not forwarded through the Head of the Department will be rejected.

**Director,
Postgraduate Institute of Indigenous Medicine,
Cotta Road, Borella,
Colombo 08.**

13.09.2026