

SRI LANKA FOUNDATION

Vacancy for the Post of Cook (PL-2-2025) – 03 Posts

APPLICATIONS are invited from citizens of Sri Lanka who are physically sound and of excellent moral character for the following post of The Sri Lanka Foundation.

Qualifications:

1. Having obtained proficiency certificate not below than the National Vocational Qualification Level 2, issued by a Technical Vocational Training Institute accepted by the Tertiary and Vocational Education Commission, relevant to the function of each post.
2. Cook or Commis (Pastry & Bakery) NVQ level 2 Certificate.

Internal Candidates (1 or 2 below)

1. Having obtained the qualifications required by the external candidates above.
2. Employees in Unskilled Level who have completed a minimum of five years working experience in the relevant field with skills not below than the National Vocational Qualification Level 2, Proven at a trade test.

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

Salary Scale: Will be in accordance with the Management Services Circular 01/2025.

PL-2 -2025 42,030-10x490-10x540-10x590-12x630=66,060/-

Nature of Appointment: Permanent with entitlement to Employees' Provident Fund and Employees' Trust Fund.

Job Description

- Assist the Chief Cook.
- Maintain hygiene of food, Kitchen utensils, and help dispose garbage.
- Food preparation for cooking ie. Cleaning, washing, cutting and sieving.
- Arrangement of vegetable in the cool rooms.
- Keep the cooked food, pre prepared food, desserts, and drinks under hygienic conditions.

Recruitment Procedure:

Based on a structured interview conducted by a panel appointed by the appointing authority.

General Conditions

Every applicant:

- Should be a citizen of Sri Lanka.
- Should be physically and mentally fit to discharge the duties of the post.
- Should be of excellent moral character.
- Any application submitted without the required information will be rejected.
- The applied post should be clearly stated on the top left-hand corner of the application and envelope containing the application.
- Applicants currently in government/semi-government services should forward their applications through their respective Heads of the Institutions.
- Applicants must duly complete the Specimen application provided by the SLF.
- Applicants must have completed all the qualifications before the closing date of applications.
- The final decision in respect of recruitment shall rest solely with the SLF Management.

Application should be sent under registered cover along with the copies of certificates of educational/professional and experience, to reach “ Chairman, Sri Lanka Foundation, No. 100, Sri Lanka Padanama Mawatha, Independence Square, Colombo 07.” on or before 08th November 2026

Chairman,
Sri Lanka Foundation
No.100, Sri Lanka Padanama Mawatha,
Independence Square
Colombo 07