

Vacancies at National Dangerous Drugs Control Board

Applications are called from Sri Lankan citizens to fill the following vacancies in the National Dangerous Drugs Control Board.

Post	Number of vacancies
Director (Finance) - (HM 1-1)	- 01

01. Designation - Director (Finance)

Service Category - “Senior Manager” - HM 1-1

Number of vacancies - 01

03.1 Qualifications

03.1.1 External Applicants (1 or 2 below)

01. Shall have obtained a degree in Finance/Accounting/Commerce from a university recognized by the University Grants Commission.

or

Shall have obtained the membership from the Institute of Chartered Accountants of Sri Lanka or the Chartered Institute of Management Accountants (CIMA) - UK or the Association of Chartered Certified Accountants (ACCA) – UK.

with

A postgraduate degree in a subject area relevant to the post, from a university recognized by the University Grants Commission.

and

Shall possess at least 13 years of experience in a post at managerial level in the relevant field in the public sector, State Corporation/ Statutory Institution/ Board/ Department or a recognized private institution after acquiring the above-mentioned first-degree qualification.

02. Shall have obtained the full membership of the Institute of Chartered Accountants of Sri Lanka.

and

Shall possess at least 13 years of experience in a post at managerial level in the relevant field in the public sector, State Corporation/ Statutory Institution/ Board/ Department or a recognized private institution.

03.1.2 Internal Applicants

Shall have satisfied the qualifications specified above for external applicants.

or

Shall have completed at least 03 years of satisfactory period of service in the relevant field in Grade I of the Middle Management Service (MM) category at the National Dangerous Drugs Control Board.

Age

Shall be not less than 35 years or not more than 55 years. The maximum age limit shall not be applicable to internal applicants.

a. Salary code - HM 1-1

b. Monthly salary scale - HM 1-1 M.C. 01/2025 Rs. (140,640 - 15 x 4,100 - 202,140/-)

(Government approved allowances and privileges are entitled to this post in addition to the salary)

N.B. In addition, an official vehicle is entitled to this post along with a fuel allowance in accordance with Public Enterprises Circulars No. 01/2015 (i) and (ii). Furthermore, communication allowances will be granted as per Circular No. PED 02/2022 and the professional allowance will be provided in terms of Management Services Circular No. 01/2025.

General matters pertaining to this post:

Every applicant must be a Sri Lankan citizen and of excellent character with physical and mental fitness suitable for performing the duties assigned to the post as well as serving in any part of the island.

Qualifications must be satisfied in every aspect as at the closing date of applications.

Medium to be used in the applications

Every applicant must complete their application strictly in **English medium**.

Method of Recruitment

Recruitments will be made on the results of a written competitive examination and / or a structured interview determined by the Appointing Authority.

Nature of Appointment

This is a permanent post and it is entitled to Employees Provident Fund and Employees Trust Fund.

Application Fee

Only external applicants should pay an application fee of Rs.500/- to be credited to the Bank of Ceylon account number 1643 under the name of "National Dangerous Drugs Control Board" from any Bank of Ceylon branch and keep a copy of the deposit slip with them and send the original deposit slip along with the application. Application fee is non-refundable.

Perfected application prepared using both sides of an 'A4' size paper as per the specimen application available on the website of the Board (www.nddcb.gov.lk) should be sent along with copies of relevant certificates (The post applied for should be clearly indicated in the top left-hand corner of the envelope) by registered post to reach the Chairman, National Dangerous Drugs Control Board, 383, Kotte Road, Rajagiriya on or before **23.10.2026**. Applicants currently employed in Government Corporations or Statutory Boards should forward their applications through the respective Head of the Institution/Department.

Applications of which the relevant qualifications have not been satisfied as at the closing date of applications/incomplete applications/ applications to which the original deposit slip is not attached/ applications which have not been prepared in accordance with the specimen application and the applications received after the closing date will be rejected.

Decisions made by the Board with regard to the recruitments are final.

**Chairman
National Dangerous Drugs Control Board
383, Kotte Road,
Rajagiriya.**

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