

SRI LANKA FOUNDATION

Vacancy for the Post of Driver (PL-3-2025) – 01 Post

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 passed six (06) subjects in G.C.E (O/L) examination, at least with two (02) credit passes in maximum of two sittings.

AND

Having obtained the license issued by the Commissioner General, Department of Motor traffic (the expected proficiency should be clearly mentioned) and a minimum of three (03) year experience in driving after obtaining the driving license.

Internal Candidates

Having obtained the license issued by the Commissioner General, Department of Motor traffic (the expected proficiency should be clearly mentioned) and a minimum of three (03) year experience in driving after obtaining the driving license.

AND

Completion of minimum five (05) years satisfactory service in a post in the category of Primary Semi skilled (PL 2) or Primary Unskilled (PL 1).

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-3 -2025 43,280-10x490-10x540-10x590-12x630=67,040/-

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

Job Description

- Drive vehicles safely according to the prevailing law.
- Drive any vehicle assigned to them.
- Maintain the assigned vehicle mechanically sound, clean and road worthy condition.
- Maintain daily running chart and maintenance records.
- Clean the interior and wash the exterior.
- Report any accident or damage to the vehicle to the management.

Recruitment Procedure:

Followed by a Trade Test and 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