

MANAGEMENT ASSISTANT · GRADE III

Open recruitment under Section 26(1) of the Anti-Corruption Act, No. 9 of 2023, for 55 vacancies. Applications are invited from citizens of Sri Lanka who meet the qualifications below.

Vacancies

55

Secondary level (non-technical)

Age

21 – 35

years

Starting salary

Rs. 46,220

per month

Application must reach

16 November 2026

29 days left

Exam fee

Rs. 1,000

Exam medium

Sinhala, Tamil, English

Expand all

Qualifications

Educational	Passed six subjects at the G.C.E. (Ordinary Level) Examination, with at least four Credit passes (including Sinhala/Tamil, English and Mathematics), in not more than two sittings. And passed all subjects at the G.C.E. (Advanced Level) Examination (excluding the Common General Test) in one sitting. Under the old syllabus, passing three subjects in one sitting is sufficient.
Professional	Not relevant.
Experience	Not relevant.
Physical fitness	Every candidate must be in good physical and mental fitness to serve in any part of Sri Lanka and to perform the duties of the post.
Other	i . Must be a citizen of Sri Lanka. ii . Must be of excellent moral character. iii . The qualifications must have been fulfilled in every aspect by the date specified in the notification for calling of applications.
Age	Minimum: 21 years · Maximum: 35 years

Salary

Salary scale	Rs. 46,220 – 10×540 – 7×630 – 4×890 – 20×1190 – Rs. 83,390
Salary code	AC-MA-1-1-2025
Starting salary	Rs. 46,220 per month

Other allowances approved by Parliament on 17.03.2026 are paid in addition (Extraordinary Gazette No. 2504/07 of 01.09.2026).

Selection: exam and interview

1

Written exam

Two papers, 40 marks minimum in each

2

Structured interview

Exam marks are not shown to the board. Minimum 60 of 100

3

Selection

Highest combined marks, in order of merit

WRITTEN EXAMINATION

Two question papers, held in Colombo. Sit both papers.

Subject	Duration	Maximum marks	Pass mark
Language Proficiency	2 hours	100	40
Aptitude	1 hour	100	40

SYLLABUS

Language Proficiency	Tests expression, comprehension, spelling, language and composition, summarization, and preparation of tables and graphs.
Aptitude	Tests the candidate's logical reasoning skills.

MEDIUM

- Sinhala, Tamil and English.
- Sit the examination in one language of your choice. That language becomes the medium of recruitment and cannot be changed after you apply.

STRUCTURED INTERVIEW

Criteria	Maximum marks
Additional educational qualifications	20
Service experience	15
English language proficiency and computer literacy	10
Subject-related knowledge	25
Performance at the interview	30
Total	100

Minimum marks for selection: 60 / 100

NOTES

- Candidates who sit all papers and score at least 40% in each are eligible. The number called to interview is twice the number of vacancies.
- The Commission approves the detailed marking scheme, within the maximum for each criterion above.
- Candidates with the highest combined marks from the written exam and the interview are selected in order of merit.

How to apply

SEND TO

Director General
Commission to Investigate Allegations of Bribery or Corruption
P.O. Box 1431, No. 36, Malalasekara Mawatha
Colombo 07

TOP LEFT CORNER OF THE ENVELOPE

“Recruitment to the Post of Management Assistant Grade III”

- Send by registered post so that it reaches the address on or before 16.11.2026. Applications received later are rejected.
- Use the specimen form (see Application form below). Prepare it on A4 paper and complete it in English only.
- Write “**Recruitment to the Post of Management Assistant Grade III**” on the top left-hand corner of the envelope.
- Have your signature attested by a government school principal, Justice of the Peace, Commissioner for Oaths, Attorney-at-Law, Public Notary, an authorized armed forces officer, or a permanent public or provincial public service officer drawing a consolidated salary of Rs. 71,240 or more.
- Complaints about loss or delay in the post are not entertained. If you wait until the last day, you carry the risk.

ATTACH ONE CERTIFIED COPY OF EACH. NO OTHER DOCUMENT.

- National Identity Card
- Birth Certificate
- Certificates for the basic educational qualifications above
- Two recently obtained character certificates
- Receipt for the examination fee

Bring the originals to the interview for verification.

ACCEPTED AS PROOF OF IDENTITY AT THE EXAM AND INTERVIEW

- Valid National Identity Card issued by the Commissioner of Registration of Persons
- Valid passport
- Valid driving license

EXAMINATION FEE

ACCOUNT NO.

A/C No. 7040057

Bank of Ceylon, Torrington Branch

Account name: Commission to Investigate Allegations of Bribery or Corruption

Pay into this account. The fee is never refunded. Affix the receipt to the application and keep a photocopy.

Terms of service

- The appointment is subject to the Scheme of Recruitment approved by the Commission through Gazette Notification No. 2504/07 of 01.09.2026.
- The post is permanent, with Employees' Provident Fund and Employees' Trust Fund benefits.
- A probationary period of 3 years applies.
- Recruits must pass the Efficiency Bar Examination, as set out in the Scheme of Recruitment, within 3 years of recruitment.
- Confirmation follows the probationary period, subject to satisfactory work, attendance and conduct and passing the Efficiency Bar Examination.
- Performance is appraised against the Commission's performance indicators. Salary increments are granted accordingly, and the appraisal is also used for promotions.
- Officers who joined in a medium other than an official language must acquire the prescribed proficiency in that language within the probationary period.
- The appointment is subject to the Anti-Corruption Act, No. 9 of 2023, the Commission's Rules (Gazette No. 2504 of 01.09.2026), the Establishments Code II, the Financial Regulations, and rules and circulars issued by the Commission from time to time.
- The examination is held in Sinhala, English and Tamil. Sit it in one language only.
- The language medium chosen in the application cannot be changed. You are eligible for appointment in that medium.

Other conditions

Only complete applications	Only candidates who submit applications that are complete in all aspects are called for the written examination.
False information	Your candidature is cancelled if any information in the application is false or incorrect. If this is found after recruitment, you will be dismissed, subject to appropriate action.
Vacancies	The Commission reserves the right to fill or not to fill the vacancies.
Final decision	The decision of the Commission on the appointments is final.
Languages	If the Sinhala, Tamil and English texts differ, the Sinhala text prevails.

By order of the Commission, R. S. A. Dissanayake, Director General.

Application form

Summary of the official notices (Gazette 2504/07 of 01.09.2026). Check the full notice before you apply.

Where the Sinhala, Tamil and English texts differ, the Sinhala text prevails.