CENTRAL CULTURAL FUND

MINISTRY OF BUDDHASASANA, RELIGIOUS AND CULTURAL AFFAIRS

VACANCIES

Applications are invited from citizens of Sri Lanka for the Post of Transport Assistant of Central Cultural Fund.

Management Assistant – (Technical) – (MA 2-2)

Salary Scale: MA 2-2 – 2025 Rs. (50,540 – 10 x 540 – 7 x 630 – 4 x 1,080 – 20 x 1,280 – 90,270)

(The basic salary for year 2026 as per Management Services Circular 01/2025 is Rs. 46,960/- and other allowances approvd by the government will be added)

Age Limit: Should be not less than 18 years and not more than 45 years and the maximum age limit will not be applicable to internal applicants.

Method of Recruitment: Recuitment will be made to the post of Transport Assistant Grade III through written competitive examination and/or a structured interview conducted by a board of interviewers appointed by the comptent authority.

Post	Educational and Professional Qualifications
Transport Assistant (01 Post)	**External Applicants** Should have obtained a proficiency certificate in motor mechanics of not less than N.V.Q. Level Five (05) issued by a Technical/ Vocational Training Institute recognized by the Tertiary and Vocational Education Commission. **Internal Applicants** Should fulfill the qualifications specified above for the external applicants. **Duties relevant to the Post** Carrying out of Maintenance and Repairs to all motor vehicles of the Central Cultural Fund and assigning vehicles for official duties and carrying out administrative duties relating to the drivers in service and maintaining their records and files.

General Qualifications

Every applicant,

(a) Must be a citizen of Sri Lanka

(b) Should be physically and mentally fit to perform the duties assigned to the post and to serve in any part of the island.

(c) Should an excellent moral character

Specimen application form may be downloaded by visiting **www.ccf.gov.lk** website.

Method of Applying

Self prepared applications as per the specimen, along with the certified copies of the relevant certificates of proof of basic qualifications should be sent only by registered post addressed to **"Director (Administration and Human Resources Development), Central Cultural Fund, 212/1, Bauddhaloka Mawatha, Colombo 07"** to receive on or before **16th December 2026.** The post applied for should be clearly mentioned on the left top corner of the envelope containing the application. (It is mandatory to mention as Post of Transport Assistant at the left top corner of the envelope)

Note:

1. This appointment is permanent with entitlement for Employees Provident Fund and Employees Trust Fund.
2. Should have fulfilled all the qualifications as at the closing date of applications.
3. Unclear application, Incomplete applications, applications received after the closing date and the applications which have not fulfilled the basic qualifications will be rejected without any intimation.

Director General – Central Cultural Fund