

# Ministry of Education

## VACANCIES

Applications are invited from suitably qualified and experienced individuals for the following positions of the Project Management Unit of the “Nearest School is the Best School” National Programme for school development.

Position	Required qualifications and experience as per Management Service Circular No. 01/2019 of 15-03-2019. (All bachelor's degrees should be recognized by the University Grants Commission.)	No. of Vacancies / Level/Salary	
		Level as per Mgt. Ser. Cir. No. 01/2019 and Salary Range	Work Station & the Number of Available Vacancies
Technical Officer (Category A)	<p style="text-align: center;"><b>(1 or 2 or 3 below)</b></p> <p>1) A Bachelor's Degree in the relevant field which is recognized by the University Grants Commission.</p> <p style="text-align: center;"><b>Or</b></p> <p>A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field.</p> <p style="text-align: center;"><b>or</b></p> <p>An Associate membership/A similar professional qualification obtained from a recognized professional institution in the relevant field.</p> <p style="text-align: center;"><b>Or</b></p> <p>Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 04 years of experience in the required area of specialization.</p> <p>2) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 09 years of experience in the required area of specialization.</p> <p>3) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 14 years of experience in the required area of specialization.</p>	Level PS 6 Salary LKR 67,000 -73,000	Please refer to the condition No.2 below

<p>Technical Officer (Category B)</p>	<p style="text-align: center;"><b>(1 or 2 or 3 below)</b></p> <p>1) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 03 years of experience in the required area of specialization.</p> <p>2) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 07 years of experience in the required area of specialization.</p> <p>3) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 12 years of experience in the required area of specialization.</p>	<p>Level PS 6 Salary LKR 56,000 – 58,000</p>	<p style="text-align: center;">-Do -</p>
<p>Technical Officer (Category C)</p>	<p style="text-align: center;"><b>(1 or 2 or 3 below)</b></p> <p>1) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p>2) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 04 years of experience in the required area of specialization.</p> <p>3) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p>	<p>Level PS 6 Salary LKR 50,000 – 51,500</p>	<p style="text-align: center;">- Do -</p>

	At least 09 years of experience in the required area of specialization.		
Draughtsperson	<p style="text-align: center;"><b>(1 or 2 or 3 below)</b></p> <p>1) A Bachelor's Degree in the relevant field which is recognized by the University Grants Commission.</p> <p style="text-align: center;"><b>Or</b></p> <p>A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field.</p> <p style="text-align: center;"><b>or</b></p> <p>An Associate membership/A similar professional qualification obtained from a recognized professional institution in the relevant field.</p> <p style="text-align: center;"><b>Or</b></p> <p>Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 04 years of experience in the required area of specialization.</p> <p>2) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 6, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 09 years of experience in the required area of specialization.</p> <p>3) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission for a post related to Technical field.</p> <p style="text-align: center;"><b>And</b></p> <p>At least 14 years of experience in the required area of specialization.</p>	Level PS 6 Salary LKR 67,000 -73,000	P.M.U. in Battaramulla - 1

**General Conditions**

1. For the posts of Technical Officer recruitments under the lower categories will be considered only if the suitable candidates are not found under the higher categories.
2. At the moment there are four (4) vacancies of Technical Officers in the Western, North Western, Northern and Sabaragamuwa Provinces (One Vacancy per Province). However, the results of these interviews will

be used to fill the future vacancies of Technical Officers that may occur in the Project Islandwide within a period of three months from the date of interview. Therefore, applicants for the post of Technical Officer are required to indicate in their applications the preferred province they wish to work, if selected.

3. Age should be less than 64 years for all posts as at the closing date of applications.
4. Strong computer literacy on spreadsheet, word processing, making presentations, internet and email is a must.
5. Proficiency in English Language is essential with fluency in Sinhala and / or Tamil language.
6. Demonstrated communication skills (written and oral) and negotiation / consultation skills.
7. The initial contract will be for one year, of which first six months will be on probation. The contract period is renewable annually subject to project requirements and the satisfactory performance demonstrated at formal performance appraisal by the supervising officers.
8. Employees are entitled for cost of living allowance, EPF and ETF
9. PAYE tax or any other applicable taxes are payable by the project staff based on prevailing rates
10. Candidates who are already in the public service should send their application through their head of the department/CEO of the agency who should indicate that the candidate can be released in the event of being selected to the assignment
11. Only the shortlisted candidates will be called for the interviews.
12. Self-prepared applications (CV) to be submitted along with the copies of academic, professional and experience certificates with the names of two non-related referees.

State the post applied for on top of the left side of envelope and send the application to reach the “**Secretary, Ministry of Education, Project Management Unit, 7<sup>th</sup> Floor, Ministry of Education, Isurupaya, Pelawatta, Battaramulla**” on or before 16.04.2019.

Secretary,  
Ministry of Education,  
Isurupaya,  
Pelawatta,  
Battaramulla.