

# Notice

## Homoeopathic Medical Council

### Vacancies

Applications are invited from citizens of Sri Lanka for filling the following vacancies of the Homoeopathic Medical Council under the Ministry of Health and Indigenous Medicine.

#### Post : Management Assistant

##### Nature of Appointment :

Permanent with entitlement to Employees' Provident Fund and Employees' Trust Fund.

##### Salary Scale :

Starting monthly salary will be Rs. 13,450.00, Cost of Living Allowance will be paid in addition to the salary.

13,450 - 10x145 - 7x170 - 4x240 - 20x320 - 23,450.

##### External Applicants

##### Educational :

(a) Should have passed in six (06) subjects in one sitting with four (04) credit passes in subjects including

- i. Sinhala/Tamil
- ii. English
- iii. Mathematics

at the General Certificate of Education (Ordinary Level) Examination.

(b) Should have passed in at least three (03) subjects (except General Common Test) at the General Certificate of Education (Advanced Level) Examination.

##### Other Qualifications :

Basic knowledge in Computer Word Processing.

##### Internal Applicants :

(a) Employees with following qualifications who are in Primary Grade/non-Technical and Semi-Technical Category may apply.

(b) Should have passed in six (06) subjects in not more than two (02) sittings including

- i. Sinhala/Tamil
- ii. Mathematics
- iii. English

with three (03) credit passes at the General Certificate of Education (Ordinary Level) Examination.

(Having followed a course recognized by the Tertiary and Vocational Education Commission regarding Computer Word Processing / Typing or any other skills equivalent to the above will be considered as an additional qualification).

(c) Should be holding a permanent post and should have been made permanent.

(d) Should have completed at least five (05) years' continuous satisfactory service just prior to the specified date.

**Age :** Should be not less than 18 years and not more than 45 years. Upper age limit is not applicable to internal applicants.

**Others :** i. Should be physically and mentally fit to perform the duties entrusted to the post and to serve in any part of the island.  
ii. Should have an excellent moral character.

##### Method of Applying :

Self-prepared applications with all relevant details should be sent by Registered Post to the address given below to receive on or before 30.06.2015.

**Secretary**  
**Ministry of Health and Indigenous Medicine**  
**Office of the Homoeopathic Medical Council**  
**No. 94, Shelton Jayasinghe Mawatha,**  
**Welisara, Ragama.**

**Secretary**  
**Ministry of Health and Indigenous Medicine**