



MINISTRY OF EDUCATION

CENTRAL CULTURAL FUND

VACANCIES

Applications are invited from qualified citizens of Sri Lanka for the following posts of the Central Cultural Fund.

Director (Finance) HM 1-1-2006

(a) Educational Qualifications

A Degree in Accountancy / Financial Management obtained from a university recognized by the University Grants Commission along with a Post Graduate Degree in the relevant subject or the Associate Membership of the Sri Lanka Institute of Chartered Accountants, or Chartered Institute of Management Accountants or Institute of Certified Accountants

and

(b) Experience

At least 15 years experience in a Management Level (Accountant) position at a public or government corporation or private institution with a good service record. (Out of the 15 years at least five years should have been after obtaining the Post Graduate qualification or full professional qualification).

Salary Scale : HM 1-1-2006 :-
Rs. (38,530-15x1100-55,030)

In addition to the above, entitled to other government approved allowances paid by the Central Cultural Fund and benefits.

Method of Recruitment : Will be recruited through a structured interview.

Assistant Director (Grade II) - (Projects and Publications)

Qualifications and Experience:

A (Special) Degree in Archaeology obtained from a university recognized by the University Grants Commission or BSc Degree in Built Environment / BSc Degree in Architecture and should have three years experience after obtaining the degree in the relevant field in a public or recognized private institution.

Salary Scale : MM 1-2-2006 :-
Rs. (25,605 - 10x645 - 15x925 - 45,930)

Method of Recruitment : Through an open competitive examination and a structured interview.

Assistant Director (Grade II) - (Archaeology)

Qualifications and Experience:

A (Special) Degree in Archaeology obtained from a university recognized by the University Grants Commission with three years experience in a public or reputed private institution.

Salary Scale : MM 1-2-2006 :-
Rs. (25,605 - 10x645 - 15x925 - 45,930)

Method of Recruitment : Through an open competitive examination and a structured interview.

Assistant Director (Grade II) - (Conservation)

Qualifications and Experience:

BSc Degree in Built Environment / Architecture obtained from a university recognized by the University Grants Commission with three years experience in conservation activities in a public or reputed private institution.

Salary Scale : MM 1-2-2006 :-
Rs. (25,605 - 10x645 - 15x925 - 45,930)

Method of Recruitment : Through an open competitive examination and a structured interview.

Assistant Director (Grade II) - (Research, Laboratories and Museum)

Qualifications and Experience:

A BSc Special Degree (Microbiology / Geology / Chemistry / Civil Engineering) obtained from a university recognized by the University Grants Commission with three years experience in Chemical Conservation Activities / Scientific Analysis and Research Activities in a public or reputed private institution.

Salary Scale : MM 1-2-2006 :-
Rs. (25,605 - 10x645 - 15x925 - 45,930)

Method of Recruitment : Through an open competitive examination and a structured interview.

Assistant Director (Grade II) - (Administration and Human Resources Development)

Qualifications and Experience:

A Degree in Business Administration / Public Administration or a Degree obtained with Personnel Administration, Management as subjects obtained from a university recognized by the University Grants Commission with three years experience in a public or reputed private institution.

Salary Scale : MM 1-2-2006 :-
Rs. (25,605 - 10x645 - 15x925 - 45,930)

Method of Recruitment : Through an open competitive examination and a structured interview.

Assistant Director (Grade II) - (Finance)

Qualifications and Experience:

A Degree in Accountancy / Financial Management obtained from a university recognized by the University Grants Commission or Intermediate Examination Certificate of the Institute of Chartered Accountants of Sri Lanka / Institute of Chartered Management Accountants / Institute of Certified Accountants or the Higher Diploma Certificate in Accountancy from the Sri Lanka Technical College with three years experience in Accounts / Audit activities in a public or reputed private institution.

Salary Scale : MM 1-2-2006 :-
Rs. (25,605 - 10x645 - 15x925 - 45,930)

Method of Recruitment : Through an open competitive examination and a structured interview.

Assistant Director (Grade II) - (Legal)

Qualifications and Experience:

L.L.B. Degree obtained from a university recognized by the University Grants Commission with three years experience in legal affairs in a public or reputed private institution after taking oaths as an Attorney-at-Law at the Supreme Court.

or

Should have six years experience in legal profession with two years experience in Notarial work after taking oaths as an Attorney-at-Law of the Supreme Court.

Salary Scale : MM 1-2-2006 :-
Rs. (25,605 - 10x645 - 15x925 - 45,930)

Method of Recruitment : Through an open competitive examination and a structured interview.

Architect (Grade II)

Qualifications and Experience:

Be a Chartered Architect of the Sri Lanka Institute of Architects.

or

A Degree in Architecture / Degree in Built Environment obtained from a university recognized by the University Grants Commission with three years experience in architecture conservation works in a public or reputed private institution.

Salary Scale : MM 1-2-2006 :-
Rs. (25,605 - 10x645 - 15x925 - 45,930)

Method of Recruitment : Through an open competitive examination and a structured interview.

GENERAL CONDITIONS:

Every candidate,

- Should be a citizen of Sri Lanka.
- Should be physically and mentally fit to perform the duties entrusted to the post and to serve in any part of the Island.
- Should have an excellent moral character.
- Should be not less than 22 years and not more than 45 years.
- This post is permanent and non-pensionable. Employee should contribute 10% of the basic salary to the Employees Provident Fund (EPF) while the employer would contribute 12% to the Employees Provident Fund (EPF) and 3% to the Employees Trust Fund (ETF).

METHOD OF APPLYING:

A self prepared application should be forwarded, including Bio-Data information and educational qualifications, professional qualifications, present employment, past service experience etc. You should also mention names and addresses of two non-related referees well-known to you who could prove your identity. Copies of birth certificate, educational and professional certificates and experience certificates should be submitted with the application. If the applicant is currently serving in a government or statutory institution, should submit the application through the Head of the Institution. Applications without copies of certificates and that are not submitted as per the instructions given, will be rejected.

Duly perfected applications should be sent by registered post addressed to "Director General, Central Cultural Fund, No. 212/1, Bauddhaloka Mawatha, Colombo 07", to receive on or before 04.01.2016. Post applied for should be clearly mentioned on the left hand top corner of the envelope containing the application. Late applications will be rejected.

Director General
Central Cultural Fund
10.12.2015