



SRI LANKA JUDGES' INSTITUTE

VACANCY

CALLING FOR APPLICATIONS FOR THE RECRUITMENT
TO THE POST OF

RESEARCH OFFICER

Applications are hereby invited from the citizens of Sri Lanka with the undermentioned qualifications for the recruitment to the post of Research Officer in the Sri Lanka Judges' Institute.

EDUCATIONAL QUALIFICATIONS:

Candidates - External

Candidates should have a General Degree in Law which is recognized by the UGC and being an Attorney-at-Law of the Supreme Court of Sri Lanka with at least One (01) year experience in the Academic or Research or Legal Field.

Candidates - Internal

Having obtained the qualification required by the external candidates above.

OTHER QUALIFICATIONS:

Every Applicant:

- Should be a citizen of Sri Lanka
- Should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the island.
- Should be of excellent moral character

AGE: Should not be less than 22 years and not be more than 45 years of age as at the closing date of applications.

SALARY SCALE:

AR 1-2016 Rs. (51,285 - 5x1135 - 5x1335 - 15x1590 - 87,485)

Above salary scale will be applicable to four steps for the period of year 2016-2019.
Full scale will be given in year 2020.

Grade	Relevant Initial Salary Step of Year 2016
AR 1.II	30,037.00

OTHER BENEFITS:

- Cost of Living (COL) Allowance / Other Allowances approved by the Government.

JOB DESCRIPTION:

- to provide an effective, efficient and professional research and legal information service through e-library and other means to High Court Judges, District Judges, Magistrates and Presidents of Labour Tribunals, newly recruited Judges and Court Registrars/ staff;
- to liaise with the Director, Deputy Director, Consultants, Academic Coordinator, the Librarian, Government Agencies, Universities and other Libraries, so that the Institute is able to effectively discharge its academic research functions in order to improve the professional standards of the Sri Lankan Judges.
- to assist in the preparation of course materials, case materials, specialist databases and the identification and sourcing of relevant legal information to be used by the Staff and the Judges in training sessions;
- to do research work and assist the Committee appointed to update Bench Books;
- to do research work and assist the Committee appointed to update Judges' Manuals;
- to assist the Editor-in-Chief and Assistant Editor to prepare Commercial Law Reports to be published by the Sri Lanka Judges' Institute;
- to update the SLJI Net and Data base;
- to prepare Head notes to unreported Judgements.
- to contribute towards the ongoing management of legal research programs, projects to achieve the research objectives of the Institute by:
 - contributing to the development of e-Library of the Institute and the initiating research on different types of cases being handled by Courts to meet the objectives of the Institute.
 - updating the e-Library with unreported judgements of the Supreme Court, Court of Appeal and the High Courts;
 - Preparing research reports to be submitted to the Board of Management, Judicial Service Commission and other relevant Agencies;

METHOD OF RECRUITMENT TO THE ABOVE POST:

Recruitment will be made on the order of merit at the structural interview from and among the applicants who have possessed the above qualifications.

CONDITIONS OF SERVICE:

- This post is permanent.
- Provident Fund and Employees' Trust Fund. The employee will be required to contribute 8% and employer will contribute 12% for EPF and 3% for ETF of the salary.

APPLICATION PROCEDURE:

Self-prepared and duly filled applications should be sent by registered post to reach the following address on or before **21st November 2016**. The applications that are not duly completed and are received after the closing date will be rejected. Complaints in respect of the applications lost in the mail will not be accepted.

The words "Recruitment to the post Research Officer at the Sri Lanka Judges' Institute" should be written on the top left-hand corner of the envelope containing the application.

Director
Sri Lanka Judges' Institute,
No. 80 (5th & 6th Floors), Adikarama Mawatha,
Colombo 12.