

**NATIONAL INSTITUTE OF SOCIAL
DEVELOPMENT**

**Ministry of Social Empowerment, Welfare and
Kandyan Heritage**

01. Post : Lecturer II - No. of Posts – 02

01. *Age Limit*.– Shall be not less than 22 years of age and not more than 45 years of age (Maximum age limit shall not be applicable to the candidates serving in Government, Statutory boards or at this institute).

02. Educational Qualifications :

(a) Possession of a Bachelor's Degree on Social Work with a first or second class (Upper Division) from a university / higher educational institution recognized by the University Grant Commission.

or

(b) Possession of a First Degree on Social Sciences with a Post Graduate Degree on Social Work from a university / higher educational institution recognize by the University Grants Commission.

03. Marking scheme for interview :

Marks

Experience in relevant field	30 Marks
Additional experience in profession	30 Marks
Other Skills	15 Marks
Performance at the interview	25 Marks
Total	<u>100 Marks</u>

04. *Salary Scale*.– Monthly Salary Scale applicable to the Service category :

AR – 1 – 2016 - Rs. 51,285 – 5 X 1,135 – 5 X 1,335 – 15 X 1,590 = Rs. 87,485 monthly receivable Salary Scale in 2020 (2016.04.25 Management Services Circular 02/2016 as Schedule I) AR – 1 – 2006A – Rs. 24,725 – 5 x 550 – 5 x 645 – 15 x 770 – Rs. 42,250 monthly salary will be paid as per schedule II of the same circular at present , Basic salary 2017 – Rs. 35,349.

02. Post : English Instructor III – No. of Posts 01

01. *Age Limit* .– Shall be not less than 22 years of age and not more than 45 years of age (Maximum age limit shall

not be applicable to the candidates serving in Government, Provincial Public Service or Statutory boards)

02. Educational Qualifications :

(a) A degree with English as a Subject obtained by a University recognized by the University Grants Commission.

or

(b) A degree with English Language / English Literature/English Language Teaching Methods obtained from a University recognized by the University Grant Commission.

and

(c) Completion of a Diploma related to English Language Teaching with a duration of not less than one year from a recognized Higher Educational Institute.

or

Experience not less than 3 years of English Language Teaching in a Government School or any other Government Institute

03. Marking scheme for interview :

	Marks
Experience in relevant field	30 Marks
Additional experience in profession	30 Marks
Other skills	15 Marks
Performance at the interview	<u>25 Marks</u>
Total	<u>100 Marks</u>

04. *Salary Scale*.– MA 4 – 2016 – Rs. 37,970 – 10 X 755 – 15 X 930 – 5 X 1,135 – Rs. 65, 145 monthly receivable Salary Scale in 2020 (2016.04.25 Management Services Circular 02/2016 as Schedule I) MA 4 – 2006A – 18,230 – 10 X 365 – 15 X 450 – 5 X 550 – Rs. 31,380/= monthly salary will be paid as per Schedule II of the same circular at present Basic Salary 2017 – Rs. 26, 126.

03. Post : Programme Assistant (Center in Charge) III – No. of Posts 01 (For Thalawa Centre)

01. *Age Limit*.– Candidate should not be less 22 years of age and not more than 45 years as at closing date of the application. (Maximum age limit shall not be applicable to the candidates serving in Government, Provincial Public Service or Statutory boards)

02. Educational Qualifications :

External Candidates :

(a) Should have obtained the Bachelors of degree from a University recognized by the University Grants Commission.

And

(b) A diploma not less than one year duration from a Government institute or a Government recognized institute of Social Work, Social Development or Counseling.

And

(c) Working experience not less than one year as a Programme Assistant (Center in Charge) in Government institute or a Government recognized institute.

For Internal Candidates :

(a) A Bachelors Degree from a university recognized by the University Grants Commission and a Diploma not less than one year duration of Social Work, Counseling, Social Development.

And

(b) 5 years experience in the post of Management Assistant at National Institute of Social Development.

03. *Salary Scale*.– MA 3 – 2016 – Rs. 32,200 – 10 X 445 – 11 X 660 – 10 X 730 – 5 X 750 = Rs. 54, 960 monthly receivable salary scale in 2020 (2016.04.25 Management Services Circular 02/2016 as Schedule I) MA – 3 – 2006A Rs. 15, 600 – 10 x 215 – 4x 240 – 15 x 360 -7 x 320 - Rs. 26, 030 monthly salary will be paid as per Schedule II of the same circular at present. Basic Salary 2017 – Rs. 22,240.

04. Post : Translator III (Sinhala to English) – No. of Posts 01

01. *Age Limit*.– Shall be not less than 22 years of age and not more than 45 years of age (Maximum age limit shall not be applicable to the candidates serving in Government Provincial Public Service or Statutory boards of the Government)

02. Educational Qualifications :

(a) Degree obtained in Sinhala / English medium from a university recognized by University Grant Commission and a Credit pass for Sinhala and English Language / Literature at

G. C. E. A/L and Skills in Sinhala / English Translation

and

- (b) 02 years experience as a translator at a Government institution or institution recognized by the Government

03. Method of recruitment through interview :

Marks

Subject related experience relevant to the post	30 Marks
Relevant Additional Qualification	30 Marks
Other Skills and merits	15 Marks
Performance at the interview	<u>25 Marks</u>
	<u>100 Marks</u>

04. *Salary Scale.*–

MA 4 – 2016 – Rs. 37,970 – 10 X 755 – 15 X 930 – 5 X 1,135 = Rs. 65,145 monthly receivable Salary Scale. 2016.04.25 Management Services Circular 02 / 2016 I as Schedule) MA 4 – 2006A – Rs. 18,230 – 10 X 365 – 15 X 450 – 5 X 550 – Rs. 31,380 monthly salary will be paid as per schedule II of the same circular at present.

Basic Salary 2017 – Rs. 26,126.

05. Post : Audio Visual Technician III – No. of Posts 01

01. *Age Limit.*– Shall be not less than 22 years of age and not more than 45 years of age (Maximum age limit shall not be applicable to the candidates serving in this institute)

02. *Educational Qualifications :*

- (a) Shall have passed G.C.E. (Ordinary Level) with six (06) Subjects with Credit passes for Sinhala, Mathematics and two other Subjects in One sitting.

and

- (b) Shall have passed G. C. E. (Advanced Level) in Science stream with all Subjects (Except General Test) and have obtained the level required to follow a tertiary education course.

- (c) Technological Skills / Proficiencies. Shall have successfully completed and audio visual technical course not below the level of National Vocational Qualification (NVQ) level five (05) which is prescribed by the

Tertiary Education Commission in relation to the functions of each post and obtained a certificate.

03. *Salary Scale.*–

MA - 2-2- 2016 – Rs. 30,310 – 10 X 300 – 7 X 350 – 4 X 600 – 20 X 710 - Rs. 52,360 monthly receivable Salary Scale in 2020 (Management Services Circular 02/2016 as Schedule I) MA – 2 – 2 – 2006A – Rs. 14,610 – 10 X 145 – 7 X 170 – 4 X 290 – 20 X 345 – Rs. 25,310 monthly salary will be paid as per schedule II of the same circular at present. Basic Salary 2017 – Rs. 20,890.

Conditions / Nature of the appointments.

1. The appointment are permanent.
2. The Employees are entitled for the contributions to the EPF and ETF
3. All appointments shall subject to a probation period of 03 years.

Note : The vacancy for Program Assistant (Center-in-Charge) exist only in Thalawa Center and selected candidates for program Assistant shall serve only in Thalawa Center and other posts shall serve at the main office.

Service Condition.– All Appointments made shall be conformed to the provisions of the National Institute of the Social Development, Act, No. 41 of 1992 and other Government regulations.

Application along with a Bio data should be sent by the registered post to the following address on or before 27.10.2017. Name of the post shall be written clearly on the top left hand corner of the envelope and the applicants employed in the Government sector shall forward their applications through the head of the institute.

Dr. RIDDLEY JAYASINGHE,
Director General,
National Institute of Social
Development.

National Institute of Social Development,
No. 488A, Nawala Road, Rajagiriya,
20th September, 2017.