



NATIONAL INSTITUTE OF EDUCATION



VACANCIES

Applications are invited for the following posts from qualified applicants. Please send the duly completed applications to reach the **Director General, National Institute of Education, P.O. Box. 21, Maharagama** on or before 5th June 2026 by registered post. Prescribed application form and further details can be downloaded from www.nie.ac.lk website under the "News & Events" Section.

A separate application should be forwarded for each post, the post applied indicated on the top left hand corner of the envelope.

Posts

1. Senior Lecturer
2. Legal Officer
3. Office Secretary
4. Translator
5. Library Assistant
6. Lab Assistant
7. Media Technician
8. Management Assistant
9. Driver
10. Chief Cook
11. Computer Graphic Designer (Contract Basis)
12. Office Aide (Contract Basis)
13. Labourer (Contract Basis)

N.B. – Applicants from the Public Sector, Corporations, Statutory Bodies and Government Departments should forward their applications through the respective heads of organizations.

Conditions for Applicants:

- Applicants must be citizens of Sri Lanka.
- Applicants must be physically and mentally fit to perform the duties of the post well and be able to serve in any part of the island. (However, your permanent work station will be No. 21, High Level Road, Maharagama/ High Level Road, Meepe)
- Applicants must be of excellent moral character.
- Certified copies of the birth certificate, educational/professional certificates, and service certificates must be submitted along with the application by post.
- This is a permanent position. Selected candidates are required to contribute 8% of their salary to the EPF, while the institution will contribute 12% to the EPF and 3% to the ETF.
- In addition to the basic salary, other government approved allowances will be paid by the institution.
- The maximum age limit does not apply to internal applicants.

Applications sent without the recommendation of the Head of the relevant institution, (If you are an employee of a Public Sector/ Corporation/ Statutory Body or a Government Department), applications that do not meet the required qualifications, applications that are incomplete, and applications submitted after the due date will be rejected.

The Council of the National Institute of Education reserves the right in making final decisions with regard to filling the vacancies mentioned above.

**Director General,
National Institute of Education.**



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1. Post :- Senior Lecturer

I. No of positions :- 02

II. Subject Areas :- English

Health & Physical Education

III. Service Category :- Senior Academic and Research (AR 2)

IV. Salary Scale :- Rs : 133,220 - 10 x 3,600 – 169,220/- monthly

(Salary will be paid as per Schedule II of Management Services
Circular 01/2025)

V. Age limit :- Age should be not less than 30 years and not more than 55 years.

VI. Qualifications & Experience :-

1. A Special Degree in a relevant field related to the position (English / Health & Physical Education) recognized by the U.G.C with a Postgraduate Diploma in Education.

WITH

Having Obtained a postgraduate degree in Education or a relevant field

AND

Minimum of (08) years’ experience in Academic and Research Level in the government, a government corporation, Board , Statutory Institution or a reputed private institution after obtaining the first degree.

2. A Special Degree in a relevant field related to the position (English / Health & Physical Education) recognized by the U.G.C with a Postgraduate Diploma in Education

WITH

Having Obtained a Doctor of Philosophy –PhD degree in a related field

AND

Minimum of (05) years' experience in Academic and Research Level in the government, a government corporation, Board , Statutory Institution or a reputed private institution after obtaining the first degree.

2. **Post** : - Legal Officer

I. No of positions :- 01

II. Service Category : - Middle Manager (MM 1-3)

III. Salary Scale :- Rs : 96,650 - 10 x 2,480- 15 x 3,450 – 173,200/- monthly
(Salary will be paid as per Schedule II of Management Services Circular 01/2025)

IV. Age limit : - Age should be not less than 22 years and not more than 45 years.

V. Qualifications & Experience :-

Having obtained a Bachelor of Law recognized by the U.G.C, and having taken oaths as an attorney at law of the Supreme Court with a minimum of one year of experience after obtaining the qualifications in the field of law in the government, a government corporation, Board , Statutory Institution or a reputed private institution.

3. **Post** : - Office Secretary

I. No of positions :- 01

II. Service Category : - Junior Manager (JM 1-1)

III. Salary Scale :- Rs : 72,650 - 10 x 1,360 - 18 x 2,040 – 122,970/- monthly
(Salary will be paid as per Schedule II of Management Services Circular 01/2025)

IV. Age limit : - Age should be not less than 22 years and not more than 45 years.

V. Qualifications & Experience :-

1. Having Obtained a degree in the relevant field recognized by the U.G.C

OR

2. Having obtained a certificate of proficiency of the National Vocational Qualification (NVQ) level seven (07) in the relevant field issued by a Technical/Vocational training institution recognized by the Tertiary and Vocational Education Commission.

OR

3. Having obtained a certificate of proficiency not below than the National Vocational Qualification level six (06) (NVQ 6) in the relevant field issued by a Technical/Vocational training institution recognized by the Tertiary and Vocational Education Commission and with at least five (05) years of experience in the relevant field in the government, a government corporation, Board , Statutory Institution or a reputed private institution.

OR

4. Having obtained a Certificate of Proficiency not below than the National Vocational Qualification Level five (05) (NVQ 5) in the relevant field issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission and with at least ten (10) years of experience in the relevant field in the government, a government corporation, Board , Statutory Institution or a reputed private institution.

4. Post : - Translator

I. No of positions :- **01**

II. Service Category : - Operational / Instructional (MA 4)

III. Salary Scale :- Rs : 64,320 - 10 x 1,360 - 15 x 1,670 - 5 x 2,040 - 113,170/- monthly
(Salary will be paid as per Schedule II of Management Services Circular 01/2025)

IV. Age limit : - Age should be not less than 22 years and not more than 45 years.

V. Qualifications & Experience :-

Having Obtained a Bachelor of Arts degree in Translation Studies recognized by the U.G.C.

5. Posts : - Library Assistant, Lab Assistant, Media Technician

I. No of positions :- Library Assistant - 02
Lab Assistant - 01
Media Technician – 02

II. Service Category : - Management Assistant –Tech (MA 2-2)

III. Salary Scale :- Rs : 50,540 - 10 x 540 - 7 x 630 - 4 x 1,080 - 20 x 1,280 - 90,270/- monthly
(Salary will be paid as per Schedule II of Management Services
Circular 01/2025)

IV. Age limit :- Age should be not less than 18 years and not more than 45 years.

V. Qualifications & Experience :-

Library Assistant

Having obtained a Certificate of Proficiency of the National Vocational Qualification (NVQ) Level Five (05) or equivalent certificate of proficiency in a relevant field issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission.

6. Lab Assistant

1. Having obtained a Certificate of Proficiency of the National Vocational Qualification (NVQ) Level Five (05) or equivalent certificate of proficiency in a relevant field issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission

OR

2. In cases where the above National Vocational Qualification (NVQ) Level 5 courses are not available, having obtained a certificate of proficiency not below than the National Vocational Qualification (NVQ) Level 4 in the relevant field issued by a Technical/Vocational training institution recognized by the Tertiary and Vocational Education Commission, and ten (10) years of post qualifying experience in the relevant field in the government, a government corporation, Board , Statutory Institution or a reputed private institution.

7. Media Technician

1. Having obtained a Certificate of Proficiency not below than the National Vocational Qualification Level Five (05) (NVQ 5) in the relevant field issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission.

OR

2. In cases where the above National Vocational Qualification (NVQ) Level 5 courses are not available, having obtained a certificate of proficiency not below than the National Vocational Qualification Level 04 (NVQ 4) in the relevant field issued by a Technical/Vocational training institution recognized by the Tertiary and Vocational Education Commission, and ten (10) years of post qualifying experience in the relevant field in the government, a government corporation, Board , Statutory Institution or a reputed private institution.

8. Post :- Management Assistant

I. No of positions :- 18

II. Service Category :- Management Assistant – Non Technical (MA 1-2)

III. Salary Scale :- Rs : 46,220 - 10 x 540- 7 x 630 - 12 x 1,080 - 12 x 1,280 - 84,350/- monthly
(Salary will be paid as per Schedule II of Management Services Circular 01/2025)

IV. Age limit :- Age should be not less than 18 years and not more than 45 years.

V. Qualifications & Experience :-

1. Having passed the G.C.E. (O/L) examination with English Language in six subjects in one sitting with credit passes for four subjects including Sinhala/ Tamil and Mathematics.

AND

2. Having passed three subjects (other than the General Paper) at the G.C.E.(A/L) examination.

AND

3. Having completed computer diploma or certificate course not less than 06 months of period.

9. Post :- Driver

I. No of positions :- 16

II. Service Category :- Primary Level - Skilled (PL 3)

III. Salary Scale :- Rs : 43,280 - 10 x 490 - 10 x 540 - 10 x 590 - 12 x 630 - 67,040/- monthly
(Salary will be paid as per Schedule II of Management Services
Circular 01/2025)

IV. Age limit :- Age should be not less than 18 years and not more than 45 years.

V. Qualifications & Experience :-

Having passed six (06) subjects in G.C.E. (O/L) examination at least with two credit passes not more than two sittings.

AND

Having obtained the license issued by the Commissioner General of Motor traffic for driving heavy vehicles and a minimum of three (03) years experience in driving after obtaining the driving license.

10. **Post** :- Chief Cook

I. No of positions :- 01

II. Service Category :- Primary Level - Semi Skilled (PL 2)

III. Salary Scale :- Rs : 42,300 - 10 x 490 - 10 x 540 - 10 x 590 - 12 x 630 - 66,060/- monthly
(Salary will be paid as per Schedule II of Management Services
Circular 01/2025)

IV. Age limit :- Age should be not less than 18 years and not more than 45 years.

V. Qualifications & Experience :-

Having obtained a certificate of proficiency not below than the National Vocational Qualification level two (02) (NVQ 02) issued by a Technical / Vocational Training Institution recognized by the Tertiary and Vocational Education Commission in the relevant field.

11. **Posts** :- Computer Graphic Designer (Contract Basis)

I. No of positions :- 02

II. Service Category :- Management Assistant –Technical (MA 2-2)

III. Monthly Salary :- Rs : 50,540 + Rs. 17,800 = Rs. 68,340/- monthly

IV. Age limit :- Age should be not less than 18 years and not more than 45 years.

V. Qualifications & Experience :-

1. Having obtained a Certificate of Proficiency not below than the National Vocational Qualification Level Five (05) (NVQ 5) in the relevant field issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission
2. In cases where the above National Vocational Qualification (NVQ) Level 5 courses are not available, having obtained a certificate of proficiency not below than the National Vocational Qualification Level 4 (NVQ 04) in the relevant field issued by a technical/vocational training institution recognized by the Tertiary and Vocational Education Commission, and ten (10) years' post qualifying experience in a relevant field in the government, a government corporation, Board , Statutory Institution or a reputed private institution.

12. **Posts** : - Office Aide (Contract Basis) ,Labourer (Contract Basis)

I. No of positions :- Office Aide (Contract Basis) -10
Labourer (Contract Basis) - 03

II. Service Category : - Primary Level - Un Skilled (PL 1)

III. Salary Scale :- Rs : 40,500 + Rs. 17,800 = Rs. 58,300/- monthly

IV. Age limit : - Age should be not less than 18 years and not more than 45 years.

V. Qualifications & Experience:-

Office Aide (Contract Basis)

Having passed six (06) subjects in G.C.E. (O/L) examination with two credit passes not more than two sittings.

13 Labourer (Contract Basis)

Has sat the G.C.E. (O/L) Examination

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Director General

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