



STATE PRINTING CORPORATION

VACANCIES - 2026



State Printing Corporation, a well-established profit making Commercial Organization involved in Commercial Printing, Security Printing, Publishing and Stationery Production and Marketing, looks for dynamic and result oriented Sri Lankans having good track records for the following Vacancies.

01. POST OF ACCOUNT OFFICER (JM 1-1) Grade ii (02 Posts)

Job Description:

- Assist in overall Supervision of the operational functions in the Finance Department.
- Supervising the operational Functions related with the sources of income and costing section.
- Collection of all data and preparation of all documents related with management accounting.
- Supervision of entries in ledgers and journals
- Scheduling Annual Verification and supervision of its progress.
- Preparation of final accounts, annual budgets

Qualifications:

Educational: (External)

Intermediate level examination of the institute of Chartered Accountants of Sri Lanka (ICASL) **or** Intermediate level examination of Chartered Institute of Management Accountants (CIMA) **or** Intermediate level Examination of Association of Certified and Corporate Accountants (ACCA) **or** Intermediate level examination of the Institute of Certified Management Accountants of Sri Lanka (ICMASL) **or** A Bachelor's Degree in Management or Commerce **or** Higher National Diploma in Accountancy with one Year post Qualifying Experience in Accounting / Costing / Auditing in a Government Department / Corporations / a Board or a reputed Mercantile Establishment.

(Internal)

- a) Those who have completed five (05) years satisfactory service in Grade ii of Management Assistant (MA 1-2) Non tech. category are eligible for this post.
- b) In addition to above candidates, those who are in MA Category and have fulfilled qualifications of External candidates are also eligible for this post. They must have fulfilled satisfactory service record of one year immediate preceding in the State Printing Corporation.

Method of Recruitment: Structured Interview

Age Limit:

Age should be not less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary Scale:

With effect from 01.01.2027

JM 1-1- 2025 Rs.72,650/- 10 x 1,360 - 18 x 2,040 - 122,970/- (Monthly)

As per Management Service Department Circular No. 01/2025 of 25.03.2025

ACCOUNT OFFICER (JM 1-1)	
01.01.2026	01.01.2027
Rs.65,633/-	Rs.72,650/-

02. POST OF SUPPLIES OFFICER (JM 1-1) Grade II (01 Post)

Job Description:

- Supervising the Operational functions of the Supplies Department.
- Calling tenders and receiving hand quotations for day-to-day Operations and Services.
- Calling and Participating in Tender Boards
- Preparing tender files submitting to Technical Evaluation Committee (TEC)
- Submitting tender files to the respective Tender Boards with the Recommendation of the TEC.
- Preparing purchase orders according to the Specifications approved by the TEC.

Qualifications :

Educational: (External)

A Bachelor's Degree in the related field from a university recognized by the University Grants Commission with one year post qualifying Experience in the relevant field in a Government Department / Corporation / Board or in a reputed Mercantile Establishment.

(Internal)

- a) Those who have completed five (05) years satisfactory service in Grade ii of Management Assistant (MA 1-2) Non tech. Category are eligible for this post.
- b) In addition to above candidates, those who are in MA Category and have fulfilled qualifications of External candidates are also eligible for this post. They must have fulfilled satisfactory service record of one year immediate preceding in the State Printing Corporation.

Method of Recruitment: Structured Interview

Age Limit:

Age should be not less than 22 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary Scale:

With effect from 01.01.2027

JM 1-1- 2025 Rs.72,650/- x 10x1,360 - 18 x 2,040 - 122,970/- (Monthly)

How to Apply :

- Applicants who have fulfilled the relevant qualifications as at 04.09.2026 should submit their applications with the certified **copies of certificates** of Educational Qualifications, Professional Qualifications, Working experience and Birth certificate that could prove the qualifications. Applications not compatible to the above will be rejected. Those already in the service of Government / Public Institutes / Corporations / Boards, should direct their applications through the Heads of their respective institutions.
- Post applied for should be mentioned on the **left-hand top corner of the envelope** containing the application.
- If applying **for more than one post, separate applications** should be submitted for each post.
- All applications should be sent either by registered post addressed to **“Chairman, State Printing Corporation, Panaluwa, Padukka”** or hand delivered to receive on or before 04.09.2026.
- **Late applications will be rejected.**
- If there is any matter that is not mentioned here, Competent Authority on recruitments will decide on such matter. Canvassing in any form will be a disqualification.

**Chairman,
State Printing Corporation,
Panaluwa,
Padukka.**

As per Management Service Department Circular No. 01/2025 of 25.03.2025.

SUPPLIES OFFICER (JM 1-1)	
01.01.2026	01.01.2027
Rs.65,633/-	Rs.72,650/-

03. POST OF TECHNICAL ASSISTANT (PROOF READING) (MA 2-2) Grade iii (02 POSTS)

Job Description:

Perform reading Proofs, Final Check-up of the layouts prepared for printing, reading machine proofs and authorizing the machine proof to continue printing with responsibility for the accuracy of the proof read. (Preferred (a) Sinhala / English, (b) Tamil/English language) Preference is given to native Tamil Speakers.

04. POST OF TECHNICAL ASSISTANT MOTOR MECHANIC (MA 2-2) Grade iii (01 POST)

Job Description:

- Carrying out mechanical repairs on all diesel and petrol vehicles used by the Corporation
- When repairs or services assigned to external parties are completed, provide a Certificate regarding the satisfactory performance of the repairs or services performed
- When a vehicle breaks down outside the corporation premises taking steps to correct the defects or bring the vehicle to the corporation premises or refer it to external parties
- Regularly Supervise vehicle repairs or services when they are outsourced to external parties

Qualifications: (For the posts of Technical Assistant (MA 2-2) Category 03 to 04 above mentioned.

Educational:

External Candidates:-

- a) Having obtained a Certificate of Proficiency not below than the National Vocational Qualification Level 5, in the relevant field issued by a Technical / Vocational Training Institute accepted by the Tertiary and Vocational Education Commission

And

At least one (01) year post qualifying experience in a relevant field

Or

- b) Having obtained a Certificate of Proficiency not below than the National Vocational Qualification Level 4, in the relevant field issued by a Technical / Vocational Training Institute accepted by the Tertiary and Vocational Education Commission.

And

At least Three (03) years post qualifying experience in a relevant field

Internal Candidates:

Having obtained the qualifications required by the External Candidates above

Method of Recruitment:

Trade test and Structured Interview

Age Limit:

Age should be not less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.

Salary Scale:

With effect from 01.01.2027

MA 2-2 - 2025 Rs. 50,540/- 10x 540 - 7 x 630 - 4 x 1,080/- 20 x 1,280 - 90,270/- (Monthly)

As per Management Service Department Circular No. 01/2025 of 25.03.2025.

TECHNICAL ASSISTANT (PROOF READING) (MA 2-2)	
TECHNICAL ASSISTANT MOTOR MECHANIC (MA 2-2)	
01.01.2026	01.01.2027
Rs.46,960/-	Rs.50,540/-

The Following applies in general to the all posts (01-04) mentioned above

Service Conditions :

The above post is permanent and should undergo 03 years probationary period.

The employees selected internally who are already confirmed in the previous post will be subjected to an acting period of one (01) year.

Allowances:

Th following allowances are applicable for the post in addition to the salary.

- * Govt. approved allowances as per the circulars
- * Attendance Incentive
- * Meal allowance

Other Fringe Benefits:

- * Medical Scheme covering the employee and the family.
- * KPI based Intensive system
- * EPF & ETF
- * Encashment of unutilized Leave

