



VACANCIES

The Office for National Unity and Reconciliation, established under Act No. 01 of 2024, is an institution functioning under the Ministry of Justice and National Integration. Applications are hereby invited from qualified persons for the following posts in the said office.

Designation	Approved Number of Posts	Service / Salary Code
Director General	01	HM 1-3
Director	03	HM 1-1
Secretary to the Board of Directors	01	MM 1-1
Deputy / Assistant Director	02	MM 1-1
Internal Auditor	01	JM 1-1
Administrative Officer	01	JM 1-1
Finance Officer	01	JM 1-1
Development Officer	16	MA 3
Management Assistant (Non – Technical)	10	MA 1-1
Driver	03	PL 3
Office Assistant	03	PL 1

Instructions for Applying:

- For all details, application forms, and general instructions regarding the above vacancies, please visit the official website of the Office for National Unity and Reconciliation: www.onur.gov.lk
- Duly completed application forms along with copies of relevant certificates should be submitted by registered post on or before **October 12, 2026**.
- When sending the application by registered post, the post applied for and the relevant reference number must be clearly stated on the top left-hand corner of the envelope.
- Duly completed applications, together with copies of relevant certificates, should be sent to the following address:

**Chairperson,
Office for National Unity and Reconciliation,
No. 40, 'R' Floor, Buthgamuwa Road, Rajagiriya.**

- Closing Date: **October 12, 2026**

**Chairperson
Office for National Unity and Reconciliation**



The Office for National Unity and Reconciliation is an institution established under Act No. 01 of 2024. Applications are invited from qualified individuals for the following vacancies at the office.

Internal Audit Officer

Number of Positions : 01

Service category : **JM 1-1**

Nature of the position

- Prepare and implement a risk-based internal audit plan, subject to the approval of the Audit and Management Committee. Identify the institution's key risks and conduct financial, operational, compliance, information technology (IT), and performance audits to evaluate the adequacy and effectiveness of internal controls, risk management, and corporate governance systems.
- Assess the adequacy and effectiveness of internal control systems, ensure compliance with applicable laws, regulations, Government policies, Treasury directives, Financial Regulations, Procurement Guidelines, and institutional policies, and provide independent assurance services on corporate governance and risk management.
- Prepare objective, evidence-based audit reports, make practical recommendations, manage audit recommendations and report to the Audit and Management Committee, follow up on the implementation of agreed corrective actions, and report on progress.
- Identify fraud risks, weaknesses in internal controls, financial and administrative irregularities, and operational inefficiencies; conduct special investigations where necessary; and provide advisory services to management to improve internal controls, corporate governance, risk management, and operational efficiency while maintaining the independence and objectivity of the internal audit function.
- Maintain audit documentation, working papers, and supporting evidence accurately and confidentially; coordinate with the Auditor General and other regulatory authorities; promote good governance, transparency, and accountability within the institution; and ensure that internal audit activities are carried out in accordance with applicable professional standards, laws, and institutional policies.

Qualifications (Either 1 or 2 mentioned below)

1. A Degree recognized by the University Grants Commission (UGC) in Accounting / Public Administration / Business Administration, or in a subject field relevant to the post.
2. Having passed the Intermediate Examination of a recognized Chartered Professional Institute relevant to the subject scope of the post.

Age limit

Must be not less than 22 years and not more than 45 years of age.

Salary scale

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

(In accordance with Management Services Circular No. 01/2025 dated 25.03.2025)