SRI LANKA ACCREDITATION BOARD FOR CONFORMITY ASSESSMENT

Ministry of Trade, Commerce, Food Security and Cooperative Development

Vacancies

Applications are invited from the citizens of Sri Lanka for the following posts in the Sri Lanka Accreditation Board for Conformity assessment (SLAB).

SLAB is the National Accreditation Authority for Sri Lanka established under Act. No.32 of 2005 responsible for Accreditation of Testing/Calibration Laboratories, Medical Laboratories, Inspection Bodies and Certification Bodies, Validation and Verification Bodies involved in Conformity Assessments. SLAB at present functions under the Ministry of Trade, Commerce, Food Security and Cooperative Development. SLAB has been admitted to IAF MLA and ILAC MRA for accreditation programmes operated by SLAB.

Assistant Director (Accreditation) – 5 Posts

1. **Qualifications:**

External Candidates:

A Bachelor's Degree in Science / Medical Laboratory Sciences/ Engineering which is recognized by the U.G.C.

AND

A minimum of one (01) years post qualifying experience in Accreditation, Conformity Assessment, Systems Auditing and related activities in Public Service, a Corporation, Statutory Board/ Institution or a reputed Private Institution after obtaining first degree.

Internal Candidates (l or 2 below)

1. Having obtained the qualifications required by the external candidates above.

2. Completion of minimum five (05) years satisfactory service in a post in the Junior Manager (JM 1-1) Category, in the subject area relevant to the post.

2. **Salary**

Salary Code and the Monthly Salary Scale:

MM- 1-1 – 2025 - Rs.91,690 – 2480 *10 – 3450 *15 – 168,240

Allowances approved by the Government will be paid. Other benefits include contribution to EPF 15% and ETF 3%. Further you are entitled for the medical insurance (Agrahara)

However, till 01.01.2027 remunerations for all recruitments and promotions should be in line with schedule II of the MSD Circular No. 01/2025.

3. **Age:**

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.

4. **Confirmation:**

An external candidate appointed to the Grade II of this category will be on probation for a period of three years from the date of assumption of duties. If his/ her performance and conduct is satisfactory during the period of probation, and on completion of the 1st Efficiency Bar Examination he/ she will be confirmed in the post at the end of the period of probation. The internally selected candidates already confirmed in a post in the institute will be subjected to an acting period of one year.

Assistant Director (Finance) – 1 Post

1. **Qualifications:**

External Candidates (l or 2 below):

1. A bachelor's degree in finance/ accountancy/ financial management/ business administration/ business management/ commerce which is recognized by the University Grants Commission.

   AND

   A minimum of one year post qualifying experience in the relevant field to the Post, after obtaining the first degree.
2. Having passed the Intermediate Examination of a recognized professional Charted Institute, of which the subject area is relevant to the post and a minimum of one (01) year post qualifying experience in the relevant field to the post.

Internal Candidates (01 or 02 Below):

1. Having obtained the qualifications required by the external candidates mentioned above.
2. Completion of minimum five (05) years satisfactory service in a post in the Junior Manager (JM) Category, in the subject area relevant to the post.

2. **Salary**

Salary Code and the Monthly Salary Scale:

MM- 1-1 – 2025 - Rs.91,690 – 2480 *10 – 3450 *15 – 168,240

Allowances approved by the Government will be paid. Other benefits include contribution to EPF 15% and ETF 3%. Further you are entitled for the medical insurance (Agrahara)

However, till 01.01.2027 remunerations for all recruitments and promotions should be in line with schedule II of the MSD Circular No. 01/2025.

3. **Age:**

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.

4. **Confirmation:**

An external candidate appointed to the Grade II of this category will be on probation for a period of three years from the date of assumption of duties. If his/ her performance and conduct is satisfactory during the period of probation, and on completion of the 1st Efficiency Bar Examination he/ she will

be confirmed in the post at the end of the period of probation. The internally selected candidates already confirmed in a post in the institute will be subjected to an acting period of one year.

Management Assistant (Non-Technological) – 01 Post

1. Qualifications:

1.1 External Candidates:

Educational

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

AND

2. Having passed three subjects (other than the General Paper) in Science, Maths, Technology or Commerce at the G.C.E. (A/L) examination in one sitting.

AND

3. 06 Months Certificate Course in Computer Application from a Recognized Institute.

1.2 Internal Candidates:

Employees of the categories of Primary Level-Skilled, Primary Level-Semiskilled and Primary Level-Unskilled who possess the following qualifications are eligible to apply.

Educational

Having passed the G.C.E. (O/L) examination in six subjects with credit passes for four subjects including

i. Sinhala/ Tamil
ii. English language
iii. Mathematics

Other:
Having completed a minimum of five (05) years satisfactory service in a permanent post under the above employee category.

AND

06 Months Certificate Course in Computer Application from a Recognized Institute.

2. Salary

Salary Code and Monthly Salary Scale:

MA 1-2 - 2025 – LKR 46,220 - 10x540 - 7x630 - 12x1080- 12x1280 = 84,350

Allowances approved by the Government will be paid. Other benefits include contribution to EPF 15% and ETF 3%. Further you are entitled for the medical insurance (Agrahara)

However, till 01.01.2027 remunerations for all recruitments and promotions should be in line with schedule II of the MSD Circular No. 01/2025.

1. **Age:**

Candidates should be not less than 18 years and not more than 45 years of age. The upper age limit does not apply to internal candidates.

2. **Confirmation:**

An external candidate appointed to the Grade III of this category will be on probation for a period of three years from the date of assumption of duties. If his/ her performance and conduct is satisfactory during the period of probation, and on completion of the 1st Efficiency Bar Examination he/ she will be confirmed in the post at the end of the period of probation. The internally selected candidates already confirmed in a post in the SLAB will be subjected to an acting period of one year.

Other:

Every applicant,

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

Recruitment Procedure:

Through a written competitive examination and/ or a structured interview conducted by a panel appointed by Governing Council of SLAB

How to Apply:

- All candidates are required to submit their applications through our official website: **www.slab.lk**.
- After completing the Google Form, the completed application form will be sent to the applicant's email address. The applicant must print the received application form. Subsequently, the printed application form, together with certified copies of documents verifying the required basic qualifications, must be sent by registered post to the address given below.
- Please note that it is **mandatory** to both complete the online application and submit the hard copy by post.

  Chairman,
  Sri Lanka Accreditation Board for Conformity Assessment,
  No 44, Dedicated Economic Center, Narahenpita, Colombo 05

- The top left corner of the envelope should clearly state the position applied for.
- Please note that no traveling expenses will be reimbursed
- Applications received after closing date and incomplete applications will be rejected
- Last Date for Applications: 6th November 2026

CHAIRMAN
SRI LANKA ACCREDITATION BOARD