COMMISSION TO INVESTIGATE ALLEGATIONS OF BRIBERY OR CORRUPTION

Calling for Applications for Open Recruitment to the Post of Management Assistant Grade III - 2026

IN terms of the provisions set out in Section 26(1) of the Anti-Corruption Act, No. 9 of 2023, applications are invited from citizens of Sri Lanka who satisfy the qualifications specified in this notification to be recruited on an open basis for 55 vacancies in the post of Management Assistant - Grade III (Non-Technical) belonging to the Secondary Level service category of the Commission to Investigate Allegations of Bribery or Corruption.

1. Qualifications required:-

1.1	Educational qualifications	: Passed six subjects at the G.C.E. (Ordinary Level) Examination, with at least four Credit Passes (including Sinhala/Tamil, English, and Mathematics) in not more than two sittings.
1.2	Professional qualifications	: Not relevant.
1.3	Experience	: Not relevant.
1.4	Physical fitness	: Every candidate must be in good physical and mental fitness to serve in any part of Sri Lanka and to perform the duties of the post.
1.5	Other qualifications	: i. Should be a citizen of Sri Lanka ii. Should be of excellent moral character. iii. The qualifications required for recruitment to the post shall have been fulfilled in every aspect by the date specified in the notification for calling of applications.

2. Age : Minimum limit - 21 years
Maximum limit - 35 years

3. Salary Scale : Rs. 46,220.00 - 10 x 540 - 7 x 630 - 4 x 890 - 20 x 1,190 – Rs. 83,390.00

Accordingly, the salary code applicable to this post is AC-MA-1-1-2025, and the initial salary step will be Rs. 46,220/. In addition, other allowances applicable to the post, as approved by Parliament on 17.03.2026, will be paid. (The allowances specified in Extraordinary *Gazette* No. 2504/07 dated 01.09.2026.)

4. Method of Recruitment:- Recruitment shall be made 100% on an open basis.

4.1 Consists of a written examination and a structured interview.

4.1.1 Written examination –

The written examination consists of 2 question papers and will be conducted in Colombo.

Subject	*Duration*	*Maximum marks*	*Pass mark*
Language Proficiency	02 hours	100	40
Aptitude	01 hour	100	40

Examination syllabus:

Question Paper	*Syllabus*
Language competency	The paper will assess the candidate's ability in expression, comprehension, spelling, language and composition, summarization, and preparation of tables and graphs.
Aptitude	A question paper designed to assess the candidate's logical reasoning skills.

Medium of the examination:

- Sinhala, Tamil and English
- Candidates should sit for the examination in only one language of his/her preference. The said language medium will be the medium of language of recruitment. (Candidates will not be permitted to change the language medium indicated in their application later.)

Every candidate should sit for both question papers.

4.2 Structured interview

Main criteria for awarding marks	*Maximum marks*	*Minimum marks required for selection*
Additional educational qualifications	20	60
Service Experience	15	
English language proficiency and Computer Literacy	10	
Subject-related knowledge	25	
Performance at the interview	30	
Total marks	100	

Note i. Applicants who have sat for all question papers of the written examination and obtained a minimum of 40% marks for each question paper will qualify to be called for the structured interview. The number invited for the structured interview will be equal to twice the number of vacancies. The marks scored by applicants at the written examination will not be disclosed to the interview board.

ii. At the time of recruitment, the Commission will approve the detailed marking scheme for the structured interview, within the maximum mark limit allocated to each criterion in the table above.

iii. Applicants who obtain the highest aggregate marks in the written examination and the structured interview shall be selected in order of merit for the number of vacancies.

5. Clauses and Conditions of Engagement in Service:-

i. This appointment will be subject to the provisions set out in the Scheme of Recruitment approved by the Commission through *Gazette* Notification No. 2504/07 dated 01.09.2026.

ii. This post is permanent and is entitled to the benefits of the Employees' Provident Fund and the Employees' Trust Fund.

iii. This appointment is subject to a probationary period of 3 years.

iv. Recruits shall pass the Efficiency Bar Examination as stipulated in the Scheme of Recruitment within years of recruitment to the post.

v. Confirmation in the service will be made upon the completion of the probationary period, subject to satisfactory work, attendance and conduct and passing of the Efficiency Bar Examination.

vi. Your performance will be appraised based on the performance indicators introduced by the Commission. The salary increment will be granted accordingly, and the performance appraisal will also be used in determining promotions.

vii. Officers who have joined the service in a medium other than an official language are required to acquire the prescribed official language proficiency within the probationary period.

viii. This appointment is subject to the Anti-Corruption Act, No. 9 of 2023, the Rules of the Commission to Investigate Allegations of Bribery or Corruption published in *Gazette* Notification No. 2504 dated 01.09.2026, the Establishments Code II, the Financial Regulations, and the rules imposed and circulars issued by the Commission to Investigate Allegations of Bribery or Corruption from time to time.

ix. The examination will be conducted in Sinhala, English and Tamil languages. The candidate should sit for the examination in only one language according to their preference.

x. Applicants will not be permitted to change the language medium applied for, and the language medium indicated in the application will be the language medium in which the applicant will be eligible for appointment.

6. Identity of Candidates:-

i. Only the candidates who have submitted applications that are complete in all aspects will be called for the written examination.

ii. The following identity cards will be accepted as proof of identity at the written examination/ structured interview.

a) Valid National Identity Card issued by the Commissioner of Registration of Persons.
b) Valid passport
c) Valid driving license

7. Examination Fee :- The examination fee is Rs. 1000.00 and shall be credited to Account No.7040057 of the Commission to Investigate Allegations of Bribery or Corruption in Bank of Ceylon – Torrington Branch. The examination fee will not be refunded under any circumstances. The receipt issued in respect of the payment shall be affixed to this application, and a photocopy of the receipt shall be retained for future use.

8. Submission of Applications :-

   i. Applications should be addressed to the Director General, Commission to Investigate Allegations of Bribery or Corruption, P.O. Box 1431, No. 36, Malalasekara Mawatha, Colombo 07, and sent under registered cover to reach the above address on or before 16.11.2026. Applications received after this date will be rejected.

   ii. The specimen application is given at the end of this notification. Applications should be prepared on A4-size paper and completed only in English.

   iii. Should clearly indicate **"Recruitment to the Post of Management Assistant Grade III"** on the top left-hand corner of the envelope enclosing the application.

   iv. The signature of the applicant appearing in the application should be attested by the principal of a government school/ a Justice of the Peace/ a Commissioner for Oaths/ an Attorney-at-Law/ a Public Notary/ an authorized officer of the armed forces or an officer holding a permanent position in the public service or provincial public service drawing a consolidated salary of Rs. 71,240/- or above.

   v. Complaints regarding the loss or delay of applications in the post will not be entertained. Applicants who delay the submission of their applications until the last date should bear the consequences that may arise thereof.

   vi. One certified copy of each of the following documents should be attached to the application. No other document should be attached.

      a) Certified copy of the National Identity Card
      b) Certified copy of the Birth Certificate
      c) Certified copies of the certificates relating to basic educational qualifications required above.
      d) Certified copies of two recently obtained character certificates
      e) Receipt to prove the payment of the examination fee.

   Note: The originals of the relevant documents shall be produced at the interview for verification against the certified copies attached to the application.

9. Furnishing of False Information :-
   Your candidature will be cancelled if any information furnished in the application is found to be false or incorrect. If any such false or incorrect information is found after recruitment, you will be dismissed from the service, subject to appropriate action being taken in that regard.

10. The Commission to Investigate Allegations of Bribery or Corruption reserves the right to fill or not to fill the vacancies.

11. The decision of the Commission to Investigate Allegations of Bribery or Corruption regarding the appointments shall be final.

12. In the event of any discrepancy between the Sinhala, Tamil and English texts, the Sinhala text will prevail.

By order of the Commission to Investigate Allegations of Bribery or Corruption,

R. S. A. Dissanayake,
Director General.

Commission to Investigate Allegations of Bribery or Corruption,
P. O. Box 1431,
36, Malalasekara Mawatha,
Colombo 07.