



Ministry of Science & Technology
NATIONAL ENGINEERING RESEARCH & DEVELOPMENT
CENTRE OF SRI LANKA



V A C A N C I E S
Post of Lab Attendant on Casual Basis

National Engineering Research and Development Centre (NERDC) is the premier engineering research and development organization, operating under the purview of the Ministry of Science and Technology of the Government of Sri Lanka. Over the last five decades, NERDC has embarked on nationally important challenging engineering research & development projects and professional industrial services through its competent workforce and state-of-the-art facilities.

The Testing Laboratories of the Department of Civil Engineering provides a wide range of testing services related to the construction sector. There is a need to hiring **of a Lab Attendant** to contribute to the efficient and effective performance of the testing services in the Civil Engineering Department.

Post of Lab Attendant

This recruitment is a **Casual Post** on a daily pay basis and will not have the chance of claiming to continued employment under government. This position will exist only for one-year period.

Qualifications

- Successful Completion of a Technical Diploma Course (NVQ Level 04 of above) related to the construction field.
- Experience in Laboratory Testing related to the construction field would be an added qualification.

Duties & Responsibilities

- Carrying out testing activities in the laboratory according to the standards.
- Participating in field tests outside the institution and carrying out other activities.
- Preparing the tests reports for the tests according to the relevant test standards.
- Operative and maintain the equipment and machinery in the laboratory with care.
- Act in accordance with the instructions given by the engineer In-charge of the laboratory.
- Supervise the employees working in the Laboratory and interact with them in a cordial manner.
- Performing all other tasks required to conduct testing activities carried out by the laboratory efficiently and effectively.

Salary:

- **Rs. 2000/- per day subjected to minimum attendance of 20 days per month.** Additional payment will be allowed for extra 5 official week days depending upon the official week days per month subjected to the **maximum monthly payment of Rs 50,000/-** (No allowances beyond this limit will be permitted)
- **Duty period** is from 8.30 am to 4.15 pm for each official week day. Extra hours of work would be required as per the service requirement and overtime payment will be paid at the rate of Rs. 300/- per hour subjected to a maximum limit of extra 100 hours.

Performance Evaluation

Continuous Performance Monitoring and Evaluation will be performed by the Head of the Department along with the NERDC Management to assess the employee's contribution to the duties of the respective Department. Based on the Evaluation results, the contract may be extended / terminated within the duration. If the performance is not at a Satisfactory level, NERDC Management reserves the right to terminate the service agreement after short notice.

Resignation Policy

If an employee decides to resign from the position, he/she must provide one month notice prior to resignation. Failure to provide the required notice will result in the employee forfeiting the salary for the final month of service.

Application Deadline: Two weeks from the advertisement date.

Selection Criteria

- Application will be screened and reviewed preferring to qualifications and experience.
- Selected candidates are invited for an interview (Technical skills and experience aligned with project needs would be evaluated)

Send applications giving full Bio-Data with names, addresses and telephone numbers of two non-related referees and copies of the certificates relevant to educational, professional and experience should be forwarded to hrdepartment@nerdc.lk OR registered post to reach the under mentioned address on or before the closing date.

(The position applied should be mentioned on the subject of the email OR top left hand corner of the envelope)

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