



NATIONAL CHILD PROTECTION AUTHORITY

VACANCIES

Applications are hereby invited from qualified citizens of Sri Lanka for the vacancies mentioned below. The applicants should possess the following qualifications:

1. DEPUTY DIRECTOR GENERAL / DEPUTY GENERAL MANAGER - HM 1-3 (01 Post)

Qualifications:

External: (1 or 2 below)

1. A Bachelor's degree in Social Science/ Science/ Public Administration/ Business Administration/ Management or any other relevant field recognized by the U.G.C.

WITH

A Postgraduate Degree Qualification (Masters) in the field of Social Science / Science / Public Administration / Business Administration / Management or Associate Membership of a recognized professional Chartered Institute, which is relevant to the subject area of the post

AND

Minimum of 15 years experience at a "Managerial Level" in a Corporation, Statutory Board/ Government Institution or a reputed private institution.

2. Full Membership of a recognized professional Chartered Institution in a related field to the post

AND

Minimum of 15 years experience at a "Managerial Level" in a Corporation, Statutory Board/ Government Institution or a reputed private institution.

Internal: (1 or 2 below)

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

2. Completion of Minimum five (5) years satisfactory service in a post in the Senior Manager Category (HM 1-1), in the subject area relevant to the post.

- **Age:** Age should be not less than 35 years and not more than 55 years. The upper age limit will not apply to the internal candidates.

- **Salary Code and the Monthly Salary Scale** of the employee category:

DMS circular 2/2016(I) (01/01/2020) - HM 1-3 Rs. [86,865 - 15 x 2270- 120,915]

In terms of DMS circular No. 02/2016 (I) schedule II (A) the initial salary step of above as at 01.01.2018 is - Rs 68,817.00

- **Other benefits**

Apart from the basic salary the above position is entitled to Government approved Cost of Living Allowance, Vehicle/ Transport Allowance, Fuel Allowance will be paid with other government approved benefits.

- **Recruitment procedure**

Selection will be done by structured interview conducted by a panel appointed by the appointing authority.

2. DIRECTOR /MANAGER (LEGAL) HM 1-1 (01 Post)

Qualifications

External Candidates:

A Bachelor's degree which is recognized by the U.G.C. with Attorney-at-Law qualification

WITH

A Postgraduate (Masters) Degree qualification in Law

AND

Minimum of 12 years experience in the relevant field in managerial level in a government or reputed private sector organization.

Internal Candidates: (1 or 2 below)

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

2. Completion of minimum five (5) years satisfactory service in a post in the Manager Category (MM) Grade I, in the subject area relevant to the post with Attorney-at-Law.

3. DIRECTOR / MANAGER (LAW ENFORCEMENT) HM 1-1 (01 Post)

Qualifications

External: (1 or 2 below)

1. A Bachelor's degree in Criminology or LLB recognized by the U.G.C. with Attorney-at-Law qualification

WITH

A Postgraduate Degree qualification (Masters)

AND

Minimum of 12 years experience at a "Managerial Level" in a Corporation, Statutory Board / Government Institution or a reputed private Institution.

2. A Bachelor's degree recognized by the U.G.C.

WITH

Minimum of 12 years experience in the Police Service including holding a post of at least Superintendent of Police for a minimum of 05 years.

Internal: (1 or 2 below)

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

2. Completion of minimum five (5) years satisfactory service in a post in the Manager Category (MM) Grade I, in the subject area relevant to the post.

4. CLINICAL PSYCHOLOGIST - HM 1-1 (01 Post)

Qualifications

External Candidates:

1. A Bachelor's degree in Psychology which is recognized by the U.G.C.

WITH

A Postgraduate (Masters) Degree in Clinical Psychology or equivalent, with registration at the Sri Lanka Medical Council

AND

Minimum of 12 years of experience at a "Managerial Level" in a Corporation, Statutory Board/ Government Institution or a reputed private institution with two (02) years experience as a Clinical Psychologist in a clinical setting.

Internal Candidates (1 or 2 below):

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

2. Completion of Minimum of five (5) years of satisfactory service in a post in the Manager Category (MM) Grade I, with post graduate degree (Masters) in Clinical Psychology.

Other (For the above posts 02, 03, 04)

- **Salary Code and the Monthly Salary Scale** of the employee category:

DMS circular 2/2016(I) (01/01/2020) - HM1-1 Rs. [80,295 - 15x2270 - 114,345.00]

In terms of DMS circular No. 02/2016 (I) schedule II (A) the initial salary step of above as at 01.01.2018 is - Rs 63,589.00

- **Age:** Age should be not less than 35 years and not more than 55 years. The upper age limit will not apply to the internal candidates.

- **Other benefits**

Apart from the basic salary the above positions are entitled to Government approved Cost of Living Allowance, Vehicle/ Transport Allowance, Fuel Allowance will be paid with other government approved benefits.

Recruitment procedure

Selection will be done by structured interview conducted by a panel appointed by the appointing authority.

5. ASSISTANT DIRECTOR/ ASSISTANT MANAGER (MEDIA AND INFORMATION) (MM 1-1) (01 Post)

Qualifications

External Candidates:

A Special degree in Mass Communication / Mass Media or any other relevant degree recognized by the U.G.C.

AND

Minimum two (02) years post qualifying experience in the relevant field to the Post.

Internal Candidates: (1 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) Category, in the subject area relevant to the post.

- **Salary Code and the Monthly Salary Scale** of the employee category:

DMS circular 2/2016(I) (01/01/2020) - MM1-1 Rs. [53,175.- 10 x 1,375 - 15 x 1,910 - 95,575.00]

In terms of DMS circular No. 02/2016 (I) schedule II the initial salary step of above as at 01.01.2018 is - Rs 42,161.00

- **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.

- **Recruitment procedure**

Selection will be done by the results of a written competitive examination and / or a structured interview conducted by a panel appointed by the appointing authority.

6. PROGRAMME OFFICER - JM 1-1- (01 Post)

Qualifications

External Candidates:

A Degree in Sociology / Social Sciences/ Health Promotion or any other relevant field recognized by the University Grants Commission with one year post qualifying experience in the relevant field.

Diploma with subjects relevant to children or counselling recognized by the U.G.C. or Tertiary Vocational Educational Commission will be an added advantage.

Internal Candidates: (1 or 2 or 3 below)

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

2. Completion of minimum five (05) years satisfactory service in a post of "Associate Officer Category" (MA 03) in the subject area relevant to the post.

3. Completion of minimum five (05) years satisfactory service in a post of the "Management Assistant - Non-Technological" (MA 1) Grade II in the subject area relevant to the post.

7. MEDIA AND INFORMATION OFFICER - JM 1-1- (01 Post)

Qualifications

External Candidates:

A Special Degree in Mass Media recognized by the University Grants Commission with one year post qualifying experience in the relevant field

Internal Candidates: (1 or 2 or 3 below)

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

2. Completion of minimum five (05) years satisfactory service in a post of the "Associate Officer Category" (MA 03) in the subject area relevant to the post.

3. Completion of minimum five (05) years satisfactory service in a post of the "Management Assistant - Technological" (MA 2) Grade II / "Management Assistant - Non-Technological" (MA 1) Grade II in the subject area relevant to the post.

Other (For the above posts 06, 07)

- **Salary Code and the Monthly Salary Scale** of the employee category:

DMS circular 2/2016(I) (01/01/2020) - JM1-1 Rs.[42,600 - 10 x 755- 18 x 1,135 - 70,580.00]

In terms of DMS circular No. 02/2016 (I) schedule II the initial salary step of above as at 01.01.2018 is - Rs. 33,770.00

- **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.

- **Recruitment procedure**

Selection will be done by the results of a written competitive examination and / or a structured interview conducted by a panel appointed by the appointing authority.

8. TRANSLATOR (ENGLISH) - MA 4 - (01 Post)

Qualifications

External Candidates:

A Bachelor's Degree including English as a subject, recognized by the UGC with credit pass for Sinhala at GCE O/L with one(01) year experience in translation from English - Sinhala and Sinhala - English.

Diploma in Translation will be an added advantage.

9. TRANSLATOR (TAMIL) - MA 4 - (01 Post)

Qualifications

External Candidates:

A Bachelor's Degree including Tamil as a subject, recognized by the UGC with a credit pass for Sinhala at GCE O/L with one(01) year experience in translation from Tamil - Sinhala and Sinhala - Tamil.

Diploma in Translation will be an added advantage.

Other (For the above posts 08, 09)

- **Salary Code and the Monthly Salary Scale** of the employee category:

DMS circular 2/2016(I) (01/01/2020) - MA-4 Rs.[37,970 - 10x755 - 15x930 - 5x1135 - 65,145.00]

In terms of DMS circular No. 02/2016 (I) schedule II the initial salary step of above as at 01.01.2018 is - Rs 30,074.00

- **Age:** Age should be not less than 23 years and not more than 45 years.

- **Recruitment procedure**

Selection will be done by the results of a written competitive examination and / or a structured interview conducted by a panel appointed by the appointing authority.

10. ACCOUNTS ASSISTANT- MA 3- (01 Post)

Qualifications (01 or 02 below)

1. A Bachelor's Degree in Finance /Accountancy /Commerce / Management /Business Administration which is recognized by the University Grants Commission.

2. Having passed the Intermediate Examination of a recognized Professional Chartered Institute, of which the subject area is relevant to the post with one year post qualifying experience.

11. CYBER WATCH ASSISTANT - MA 3- (01 Post)

Qualifications (01 or 02 below)

1. A Bachelor's Degree in Information Technology which is recognized by the University Grants Commission.
2. A Bachelor's Degree with diploma in Information Technology which is recognized by the University Grants Commission.

12. INVESTIGATION ASSISTANT - MA 3- (01 Post)

Qualifications

A Bachelor's Degree in Criminology which is recognized by the University Grants Commission.

13. LEGAL ASSISTANT-MA 3- (01 Post)

Qualifications

A Bachelor's Degree in Law which is recognized by the University Grants Commission with Attorney-at-Law.

14. PROGRAMME ASSISTANT- MA 3-(02 Posts)

Qualifications

A Bachelor's Degree in Sociology /Social Sciences/ Health Promotion or any other relevant field which is recognized by the U.G.C. preferably one year diploma relevant to children recognized by the University Grants Commission.

15. THERAPIST (01 Post)

Qualifications

A Bachelor's Degree in Psychology / Sociology / Health Promotion / Education in Special Need / Speech and Hearing Sciences / Drama and Theatre which is recognized by the University Grants Commission.

Diploma in Counselling recognized by the University Grants Commission or Tertiary Vocational Education Commission will be an added advantage.

16. DISTRICT CHILD PROTECTION OFFICER - MA 3 - (04 Posts)

Qualifications

A Bachelor's Degree in Social Sciences / Health Promotion or any other relevant degree which is recognized by the University Grants Commission and minimum of one(01) year post qualifying experience in the relevant field in a Government Corporation, Board or Reputed Institution.

One year Diploma with subjects relevant to children or counselling recognized by the University Grants Commission or Tertiary Vocational Education Commission will be an added advantage.

17. DISTRICT PSYCHOSOCIAL OFFICER - MA 3- (11 Posts)

Qualifications

A Bachelor's Degree in Psychology / Sociology / Health Promotion/ Speech and Hearing Needs / Education in Special Need / Education of Drama and Theatre which is recognized by the University Grants Commission with minimum of one (01) year post qualifying experience in the relevant field in a Government Corporation, Board or Reputed Institution.

One year diploma in counselling recognized by the University Grants Commission or Tertiary Vocational Education Commission will be an added advantage.

18. DIVISIONAL CHILD PROTECTION OFFICER - MA 3- (70 Posts)

Qualifications

Degree in Social Sciences or any other relevant Degree recognized by the U.G.C.

One year diploma in counselling recognized by the University Grants Commission or Tertiary Vocational Education Commission will be an added advantage.

Other (For the above posts 10 to 18)

- **Salary Code and the Monthly Salary Scale of the employee category:**
DMS circular 2/2016 (I) (01/01/2020) -MA 3-3 Rs. [32,200-10 x 445 - 11 x 660 - 10 x 730 - 5 x 750 - 54,960.00]
In terms of DMS circular No. 02/2016 (I) schedule II the initial salary step of above as at 01.01.2018 is Rs 25,560.00
- **Age:** Age should be not less than 23 years and not more than 45 years. The upper age limit will not apply to the internal candidates.
- **Recruitment procedure**
Selection will be done by the results of a written competitive examination and / or a structured interview conducted by a panel appointed by the appointing authority

19. MANAGEMENT ASSISTANT (TECHNICAL) MA 2-1 (05 Posts)

Qualifications

External Candidates:

Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by the Tertiary and Vocational Education Commission. (IT/ OFFICE MANAGEMENT)

Internal Candidates:

Having obtained the qualifications required by the external candidates above.

- **Salary Code and the Monthly Salary Scale of the employee category:**
DMS circular 2/2016 (01/01/2020) - MA 2-1 Rs. [30,310 - 10x300 - 7x350 - 4 x 495 - 20x 660 - 50,940]
In terms of DMS circular No. 2/2016 Schedule II the initial salary step of above as at 01.01.2018 is Rs. 24,030.00
- **Age:** 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.
- **Recruitment procedure**
Selection will be done by the results of a written competitive examination and / or a structured interview conducted by a panel appointed by the appointing authority.

20. MANAGEMENT ASSISTANT (NON-TECHNOLOGICAL) MA 1-1 (04 Posts)

Qualifications (General)

External Candidates:

- a) 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

- b) Having passed three subjects (other than the General paper) at the G.C.E. (A/L) examination.

Internal Candidates:

Employees of the categories of Primary Level – skilled, Primary Level – Semi skilled 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.

- **Salary Code and the Monthly Salary Scale of the employee category:**

DMS circular 2/2016 (01/01/2020) - MA 1-1 Rs. [27,910 - 10x300 - 7x350 - 4x 495 - 20x 660 - 48,540]

In terms of DMS circular No.2/2016 Schedule II the initial salary step of above as at 01.01.2018 is Rs. 22,126.00

- **Age:** 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.

- **Recruitment procedure**

Selection will be done by the results of a written competitive examination and / or a structured interview conducted by a panel appointed by the appointing authority.

21. DRIVER – PL 3 (01 Post)

Qualifications

External candidates

1. Having passed six (06) subjects in G.C.E.(O/L) Examination, at least with two (02) credit passes in maximum of two sittings.

AND

Having obtained the licence issued by the Commissioner General, Department of Motor Traffic (valid licence issued by the Commissioner of Motor Traffic for driving heavy vehicles) and a minimum of three (03) year experience in driving after obtaining the driving license.

Internal candidates

1. Having obtained the licence issued by the Commissioner General, Department of Motor Traffic (valid licence issued by the Commissioner of Motor Traffic for driving heavy vehicles) and a minimum of three (03) years experience in driving after obtaining the driving licence.

AND

2. Completion of minimum five (05) years satisfactory service in a post in the category of Unskilled (PL 1)

- **Salary Code and the Monthly Salary Scale of the employee category:**

DMS circular 2/2016 (01/01/2020) – PL 3 RS. [26,290 - 10X270 - 10X300 - 10X330-12X350 - 39,490]

In terms of DMS circular No. 2/2016 Schedule II the initial salary step of above as at 01.01.2018 is Rs. 20,842.00

- **Age:** 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.

- **Recruitment procedure**

Selection will be done by, a Trade Test and a structured Interview.

22. MESSENGER – PL 1 (01 Post)

Qualifications

External candidates

1. Persons who have sat for the G.C.E. (O/L) Examination

AND

2. Valid Motor Cycle Licence issued by the Commissioner General of the Motor Traffic.

23. LABOURER –PL 1 (01 Post)

Qualifications

External candidates

Persons who have sat for the G.C.E (O/L) Examination.

Other (For the above posts 22 to 23)

- **Salary Code and the Monthly Salary Scale of the employee category:**

DMS circular 2/2016 (01/01/2020) – PL 1 RS. [24,750 - 10X250 - 10X270 - 7X300 - 15X330 - 37,000]

In terms of DMS circular No. 2/2016 Schedule II the initial salary step of above as at 01.01.2018 is Rs. 19,622.00

- **Age:** Age should be not less than 18 years and not more than 45 years.
- **Recruitment procedure**
Selection will be done by structured interview conducted by a panel appointed by the appointing authority.

Benefits

- Apart from the basic salary, Cost of Living Allowance will be paid to all posts mentioned above. 12% to EPF and 3% to ETF will be borne by the Authority.

General Conditions:

Every applicant should be a citizen of Sri Lanka and should be of excellent moral character and should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the island.

Signed applications giving bio-data along with all certified copies of certificates of educational, professional qualifications, experience and names with addresses of two non-related referees should be sent only by registered post to reach the following address on or before **7th January 2019**. Separate applications should be sent for each position if you wish to apply for more than one position.

The “**Post applied for**” should be marked on the top left-hand corner of the envelope. Applicants from State Sector/Corporations /Statutory Bodies should send their applications through their Heads of the Organizations.

Those who have already applied for any of the above posts should send their applications again.

Incomplete, illegible applications which are not conformity with the above requirements and applications received after the closing date will be rejected without any notice. Any form of canvassing will be a disqualification. Only short listed candidates will be called for interviews. The decision of the Board of Directors of the National Child Protection Authority with regard to these recruitments shall be final.

**Chairman,
National Child Protection Authority,
No: 330, Thalawathugoda Road,
Madiwela,
Sri Jayawardenapura.**

Web Site – www.childprotection.gov.lk