



MINISTRY OF PUBLIC ADMINISTRATION DISASTER MANAGEMENT
AND RURAL ECONOMIC AFFAIRS.
**NATIONAL BUILDING RESEARCH
ORGANISATION (NBRO)**



VACANCIES

Applications are hereby invited from citizens of Sri Lanka for the following post in the National Building Research Organisation.

Management Assistant (Non-Technological) - MA 1-2 Gr- iii (07 posts)

Qualifications

- 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 /English
 - ii. Mathematics
- b) Having passed three subjects at the G.C.E. (A/L) examination.

Note - Two years work experience in administrative field would be an added advantage

Salary: MA 1-2 Rs. [27,910 – 300 x 10 x 350 x 7 – 600 x 12 -710 x 12 – 49,080]
Initial step - Rs. 25,018 .00+ Rs. 1200.00 (Adjustment Allowance)

Age: Should not be less than 18 and not more than 45 years.

Other Benefits:

- * Cost of Living allowance.
- * Entitlement to 12% EPF and 3% ETF contribution by the Organisation.
- * Any other allowances approved by the Board of Directors.

Recruitment Procedure:

Written competitive examination and a structured interview

Applications including Bio-data along with copies of relevant certificates should be forwarded under registered cover to reach the Director General, National Building Research Organisation, 99/1, Jawatta Road, Colombo 5 on or before **13.08.2019**

Applications from employees in Government Departments, Corporations, Statutory Boards, Institutions should be forwarded through their respective Heads of institutions. Please mark the post applied for on the top left hand corner of the envelope.

**Director General
National Building Research Organisation
99/1, Jawatta Road
Colombo 5**