



**MINISTRY OF JUSTICE PRISON AFFAIRS AND  
CONSTITUTIONAL REFORMS**



**OFFICE FOR NATIONAL UNITY AND RECONCILIATION**

**VACANCY NOTICE**

The Office for National Unity and Reconciliation is established to assure every citizen equal opportunities in the economic, social, cultural, and political spheres while safeguarding their identity and building an inclusive society in which diversity will be respected, and all communities will coexist. Applications are invited from citizens of Sri Lanka for the below-mentioned position.

**POST OF DIRECTOR GENERAL – HM 1-3 (1 POST)**

**QUALIFICATIONS (EXTERNAL CATEGORY)**

1. A Bachelor's degree from a University recognized by the University Grants Commission in the field of Law/Social Science/Public administration/Management/ Business Administration/Human Resource Management/Economics or Accountancy.

**AND**

A Postgraduate Degree in the field of Law/Social Science/Public Administration/Management/Business Administration/Human Resource Management/Economics or Accountancy or Corporate Membership of a recognized professional institution in Management.

**AND**

2. At least 15 years of experience at the Managerial Level in a corporation, statutory board, institution or a similar recognized private institution.
3. **Internal candidate (1or 2 or 3 below)**

1. Having obtained qualifications required by the external candidate above
2. Completion of minimum five (5) year satisfactory service in a post in the Manager Category (MM) Grade I, in the subject area relevant to the post.
3. Completion of minimum five (5) years satisfactory service in a post in the Category of "Academic/ Research"- (AR 2), in the subject area relevant to the post

**4. Age:**

Age should be not less than 35 years and not more than 60 years.

**5. Salary Code and the Monthly Salary Scale of the employee category:**

HM 1-3 - 2016 Rs. [86,865 - 15 x 2,270 - 120,915]

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.

Other Benefits: Cost of Living Allowance, Entitlement to 12.5% EPF and 3% ETF contributions by the Organizations, and other benefits applicable as per government standard procedure.

#### **RESPONSIBILITIES OF THE POST**

Responsibility is assigned to the person who holds the position of Director General to be responsible and accountable for the overall performance of the institution by leading and directing towards the highest productivity of the institution through providing the necessary guidance to the institutional staff by carrying out responsibilities and tasks assigned, subject to the guidance and administration of the Board of Directors.

Applications from the employees in government departments, state cooperatives, and statutory boards should be forwarded through their respective heads of institutions. Applications, giving full bio-data with copies of relevant certificates, should be forwarded under the registered cover to reach the undersigned on or before 08<sup>th</sup> December 2023.



**Chairman**  
**Office for National Unity and Reconciliation**  
**No.44, Buthgamuwa Road,**  
**Rajagiriya.**