



## Ministry of Buddhasasana, Religious and Cultural Affairs

# Central Cultural Fund

## VACANCIES

Applications are invited from qualified professionals for the following posts that are vacant at Central Cultural Fund under the Ministry of Buddhasasana, Religious and Cultural Affairs.

### **DIRECTOR (DEVELOPMENT) (No. of Vacancies 01)**

Salary Scale	HM 1-1 (Rs.80,295 – 15x2,270 – 114,345/-) (Management Services Circular No. 2/2016)
Age Limit	Should be not less than 30 years and not more than 50 years Maximum Age Limit is not applicable to Internal Applicants

**Educational Qualifications and Experience :** Should have obtained a Bachelors degree in Archaeology or Architecture from a university recognized by the University Grants Commission and should have obtained a Postgraduate degree in Archaeology or Architecture

And

Should have obtained experience of at least 15 years in a managerial level post relevant to Planning, Implementation, Evaluation and Progress Management in a government or government corporation or reputed private institution with an unblemished service record (within those 15 years at least 05 years should be after obtaining the postgraduate qualification).

**Method of Recruitment :** By a Structured Interview

Nature of Appointment: Permanent with entitlement to Employees Provident Fund and Employees Trust Fund

### **ASSISTANT DIRECTOR (Administration and Human Resources Development) (No. of Vacancies - 01)**

Salary Scale	MM 1-2 (Rs.54,550 – 10x1,375 - 15x1,910 – 96,950/-) (Management Services Circular No. 2/2016)
Age Limit	Should be not less than 22 years and not more than 45 years Maximum Age Limit is not applicable to Internal Applicants

**Educational Qualifications and Experience:**

Should have obtained a degree with Business Administration / Public Administration or Personnel Administration, Management as subjects from a university recognized by the University Grants Commission and three (03) years experience in the relevant field in government or reputed private institution.

**Method of Recruitment :** By an Open Written Examination and Structured Interview

**Nature of Appointment :** Permanent with entitlement to Employees Provident Fund and Employees Trust Fund

### **INTERNAL AUDITOR (MM 1-2) (No. of Vacancies - 01)**

Salary Scale	MM 1-2 (Rs.54,550 – 10x1,375 - 15x1,910 – 96,950/-) (Management Services Circular No. 2/2016)
Age Limit	Should be not less than 22 years and not more than 45 years Maximum Age Limit is not applicable to Internal Applicants

**Educational Qualifications and Experience:**

Should have obtained the membership of the Sri Lanka Institute of Chartered Accountants / Institute of Chartered Management Accountants or Institute of Certified Accountants

or

Should have obtained a degree with Accountant and Auditing as subjects from a university recognized by the University Grants Commission or should have passed the intermediate examination of the Sri Lanka Institute of Chartered Accountants / Institute of Chartered Management Accountants or Institute of Certified Accountants or obtained the Higher Diploma Certificate in Accountancy of the Sri Lanka Technical College and three (03) years experience in auditing in government or reputed private institution.

**Method of Recruitment :** By an Open Written Examination and Structured Interview

**Nature of Appointment :** Permanent with entitlement to Employees Provident Fund and Employees Trust Fund

### **ACCOUNTS OFFICER (No. of Vacancies - 03)**

Salary Scale	JM 1-1 (Rs.42,600 – 10x755 - 18x1,910 – 96,950/-) (Management Services Circular No. 2/2016)
Age Limit	Should be not less than 22 years and not more than 35 years Maximum Age Limit is not applicable to Internal Applicants

**Educational Qualifications and Experience:**

Should have obtained a degree with Accountancy subjects from a university recognized by the University Grants Commission

Or

Should have passed the Intermediate Examination of the Sri Lanka Institute of Chartered Accountants / Institute of Chartered Management Accountants or Institute of Certified Accountants

Or

Should have obtained the Higher Diploma Certificate in Accountancy from Sri Lanka Technical College

and

one(01) year's experience in accounting activities in a government or reputed private institution.

**Method of Recruitment :** By an Open Written Examination and Structured Interview

**Nature of Appointment :** Permanent with entitlement to Employees Provident Fund and Employees Trust Fund

### **General Qualifications**

Every candidate

- Should be a citizen of Sri Lanka
- Should be physically and mentally fit to discharge the duties entrusted to the post and to serve in any part of the island
- Should have an excellent moral character

### **Others**

Those already employed in public or public corporation or statutory board should direct their applications with the consent of the heads of institutions that the applicant could be released. (All qualifications should have been fulfilled as at the date of closing of applications).

Interested applicants should perfect the application downloaded from the [www.ccf.gov.lk/notices](http://www.ccf.gov.lk/notices) website and submit with the Copies of Certificates to prove the qualification only by registered post addressed to "Director General, Central Cultural Fund, 212/1, Bauddhaloka Mawatha, Colombo 07 to receive before 27.07.2024. Post applying for should be correctly mentioned on the left hand top corner of the envelope containing the application.

**Director General  
Central Cultural Fund  
212/1, Bauddhaloka Mawatha  
Colombo 07.**