



Recruitment to the Post of Librarian of TRCSL

Applications are invited from qualified candidates to fill the vacancies of the above post of the Telecommunications Regulatory Commission of Sri Lanka (TRCSL)

(1) Job Description

Handling all matters related to effective maintenance of the TRCSL Library, including

- Safekeeping all books, records and other assets in the library in good condition
- Maintaining inventories updated
- Purchase and acquisition of new books & publications
- Proper disposal of unwanted/outdated items
- Assistance to all users of the library
- Provision of books, records and information to relevant divisions/units of the TRCSL and recovery
- Collection, storage and submission of reports/records to management, which are necessary for decision-making

(2) Required Minimum Educational/Professional Qualifications:

Passed 06 subjects in G.C.E. O/L examination at one sitting with credit passes for four subjects including English, Mathematics & Sinhala/ Tamil; and passed 03 subjects other than the General Paper at the G.C.E. (A/L) Examination.

And

Diploma in Library Science

And

05 years post qualifying experience in Library affairs

Candidates who have experience in technical nature libraries are given priority.

(3) Recruitment Procedure

Recruitment will be done on the merit results of a structured interview & a practical test.

(4) Salary :- TRC 7.1 -Rs. 62,560 (10x1173) -(10x1564)-(10x1955)-(10x2346) – 132,940.

(5) Age : 18-45 years by the closing date of applications

(6) Method of Application

1. The application form could be downloaded from www.trc.gov.lk.
2. Applications sent without using relevant format will be rejected.
3. Completed applications should be sent together with copies of certificates of educational/ professional qualifications and details of work experience.
4. Applications should be clear and legible and those which do not confirm to the requirements will not be considered.
5. All applications should be sent through the Registered Post to “Director General – Telecommunications Regulatory Commission of Sri Lanka, No. 276, Elvitigala Mw, Colombo 08” **indicating “Application for the post of Librarian” on the top left-hand corner of the envelope** on or before 20.12.2024

(7) General Conditions

1. Every applicant should be a citizen of Sri Lanka & should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the Island.
2. Applicants who do not possess the required qualifications as at the closing date of applications will not be considered.
3. Any form of canvassing will be treated as a disqualification.
4. The Telecommunications Regulatory Commissions of Sri Lanka (TRCSL) reserves the right to decide on the number of positions to be filled or postpone /cancelled
5. The TRCSL is a regulatory authority, wherein any person being recruited for employment in the TRCSL shall not promote, advance, or advocate directly or indirectly for appointment or employment of his/her spouse or any member of the family in or to a position in an institution that is under to the regulatory control of the TRCSL.
6. Employees from Government Departments. Corporations and Statutory boards should forward their applications through the respective Head of the Institution indicating the possibility of being released if selected.

Director General
Telecommunications Regulatory Commission of Sri Lanka
No.276
Elvitigala Mawatha
Colombo 08