



Ministry Of Education
Sri Lanka Inventors Commission
INVITATION OF APPLICATIONS FOR VACANT POSITIONS

Sri Lanka Inventors Commission is a statutory board established according to Act No. 53, 1979 for the purpose of promoting local inventors operative under the purview of the Ministry of Education . Presently Commission consists of a Commissioner and two Assistant Commissioners.

Applications are invited from citizens of Sri Lanka who are qualified for a vacant positions at Sri Lanka Inventors Commission.

FINANACE OFFICER (01 Post)

Educational Qualifications and Experience –

Graduation in Commerce/Finance/Accounting recognized by University Grants Commission.

Job Description –

Financial bookkeeping records and accounting management functions to maintain financial management in a formal manner.

Salary Scale –

JM 1 – 1- 2016 - Rs. 42,600 – 10 x 775 – 18 x 1135 – Rs. 70,580

Other Benefits –

There will be 15% & 3% Contribution for EPF & ETF respectively.

Age Limit –

Should be between 22 – 45 years. The upper age limit will not apply to the internal candidates.

RESEARCH ASSISTANT (03 Posts)

Educational Qualifications and Experience –

Degree in Bachelor of Science / Management / Marketing from a university recognized by University Grants Commission

Job Description –

- * Recognizing Inventions and Inventors
- * Assisting to promote inventions and coordination
- * Organizing, implementing and coordination of various programs & projects
- * Assisting to develop new inventions & coordination with relevant organizations
- * Collecting information & data, analyzing and preparation of reports

Salary Scale –

MA 3 – 2016 - Rs. 32, 200, - 10 x 445 -11 x 660 - 10x730- 5x750 - Rs. 54,960

Other Benefits –

There will be 15% & 3% Contribution for EPF & ETF respectively.

Age Limit –

Should be between 22 – 45 years. The upper age limit will not apply to the internal candidates.

MANAGEMENT ASSISTANT NON TECHNICAL (01 Posts)

Educational Qualifications and Experience –

- a) GEC O/L ,
 - i. Sinhala/ Tamil
 - ii. Mathematics
 - iii. English

Should pass at least six (06) subjects in one sitting with four (04) credit passes including the subjects

- b) Should pass GCE A/L at least three subjects (other than the general test)

Job Description –

Assist / facilitate for all clerical & account related support activities for all executive and management staff of the commission.

Salary Scale –

MA 1 – 1- 2016 - Rs. 27,910 – 10 x 300 – 7 x 350 – 4 x 495 – 20x 660- Rs. 48,540

Other Benefits –

There will be 15% & 3% Contribution for EPF & ETF respectively.

Age Limit –

Should be between 22 – 45 years.

Marks will be given at the interview based on relevant additional educational qualifications, relevant additional experience, professional & other qualifications & performance at the interview.

Self-prepared applications along with the bio-data should be forwarded by registered post **on or before 12.03.2024** to reach the address given below. Copies of certificates should be attached with the application and the title of the post applied for should be stated on the top left-hand corner of the envelope containing the application. Applications from employees in the Government Departments, Corporations and Statutory Institutions should be forwarded through the proper channels.



Commissioner
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