



MINISTRY OF DEFENCE

NATIONAL BUILDING RESEARCH ORGANISATION (NBRO)



VACANCY

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

(1) POST OF DIRECTOR (Admin) - (HM 1-3) (One Post)

Qualifications :

External :

A Bachelor's Degree in Human Resource Management, Financial Management, Public Management, Public Administration, Business Administration, Commerce or any other Degree relevant to the subject area of the post which is recognized by the U.G.C.

WITH

A Postgraduate Degree qualifications (Master's) in the relevant field or Chartered Membership of a recognized professional Chartered Institute, which is relevant to the subject area of the post

AND

Minimum of 15 years experience at a "Managerial Level" in a Corporation, Statutory Board/ Institution or a reputed private Institution.

Internal Candidates (i or ii below)

- Having obtained the qualifications required by the External Candidates above.
- Completion of minimum five (05) years satisfactory service in a post in the Manager Category (MM) Grade 1, in the subject area relevant to the post.

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General Conditions :

- Salary Scale : HM 1-3 Rs. 152,500/- 15 x 4,100 - 214,000/ =
- Basic Salary Step : Rs. 113,556 (As per Schedule ii of Management Services Circular No. 01/2025)
- Age Limit : Age should be not less than 35 years and not more than 55 years.

Benefits :

- * Cost of Living Allowance
- * Entitlement to 12% EPF and 3 % & ETF contributions by the Organisation
- * Encashment of unutilized medical Leave, Annual Bonus & Monthly Performance Incentive and any other allowances approved by the Board of Management
- * Telephone Allowance, Medical and Life Insurance
- * The selected Candidate will be entitled to transport facilities as per the standard Government procedures
- * Professional Allowance

Applications from employees in Government Departments, State Corporations and Statutory Bodies should be forwarded through their respective Heads of Institutions. Applications giving full bio-data with copies of relevant certificates should be forwarded under registered cover to reach the undersigned on or before **08th July 2025**. 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 05.