



VACANCIES

NATIONAL INSTITUTE OF EDUCATION

Applications are invited from qualified applicants for following posts of the National Institute of Education.

Qualified applicants should visit the NIE website <https://apps.nie.ac.lk> to complete the online application. The copy of the completed application must be downloaded, printed & sent by registered post to reach the Director General, National Institute of Education, P.O. Box. 21, High Level Road , Maharagama on or before 07.10.2025.

Please indicate the post applied on the top left hand corner of the envelope.

N.B.- Applicants from the Public Sector, Corporations, Statutory Bodies & Government Departments should forward the printed copies of their applications through the heads of the organizations.

- | | |
|-------------------------|---|
| I. Posts | :- (01) Director (Finance)
(02) Director (Printing & Publications)
(03) Director (Engineering & Support Services) |
| II. Salary Scale | :- Rs: 140,640 - 15 x 4,100 - 202,140/-
(Salaries will be paid in accordance with schedule II of MSD circular No.01/2025 for recruitments up to 01.01.2027) |
| III. Category | :- Senior manager (HM 1-1) |
| IV. Age limit | :- Age should be not less than 35 years and not more than 55 years.
(The Upper age limit does not apply to internal candidates) |

V. Qualifications & Experience :

(01) Director (Finance)

External candidates

1. A Bachelor's Degree obtained from a University/ Institution recognized by the U.G.C. in a field of Accountancy/ Commerce/ Management/ Financial Management/ Business Management/ Business Administration.

and

A Postgraduate Degree obtained from a University/ Institution recognized by the U.G.C. in a field of Accountancy/ Commerce/ Management/ Financial Management/ Business Management/ Business Administration or Possession of an Associate Membership of a recognized Chartered Professional Institute.

and

A minimum of 15 years of experience in a field of Accountancy or Financial Management at a managerial level in a Government/ Public Corporation/ Statutory Board or a recognized Private Establishment.

2. Having obtained full membership of a chartered professional institute in the field of Accountancy.

and

A minimum of 15 years of experience in a field of Accountancy or Financial Management at the middle managerial level in a Government/ Public Corporation or a Statutory Board.

Internal candidates

1. Having obtained the above qualifications mentioned for the external candidates.

or

2. A minimum of 5 years of satisfactory service in a Grade I post at the Middle Managerial level (MM) related to Financial Management.

(02) Director (Printing & Publications)

External Candidates

1. A Bachelor's Degree recognized by the UGC in the field of Administration/ Management/ Commerce/ Technology/ Engineering Science and a Post Graduate Degree.

with

Minimum of 15 years experience in the field of Printing and Publications at Managerial Level in a Government, State Corporations, Statutory Bodies or in a recognized Private Institution.

Internal candidates

1. Having obtained the above qualifications mentioned for the external candidates.

or

2. A minimum of 5 years of satisfactory service in a Grade I post at the Middle Managerial level (MM) related to Printing & Publications.

(03) Director (Engineering & Support Services)

External Candidates

1. A Bachelor's Degree in Civil Engineering recognized by the UGC.

and

A Post Graduate Degree in Civil Engineering/ Management or membership of the Institute of Chartered Engineers

with

Minimum of 15 years' experience in field of Building Constructions at Managerial Level in a Government, State Corporations, Statutory Bodies or in a recognized Private Institution.

or

2. Should possess corporate membership of the Institute of Engineers with 15 years' experience at middle managerial level position.

Internal candidates

1. Having obtained the above qualifications mentioned for the external candidates.

or

2. A minimum of 5 years of satisfactory service in a Grade I post at the Middle Managerial level (MM) in the relevant field.

B.

- | | | |
|-------------|--|---|
| I. | Post | :- (04) Audit Assistant |
| II. | Salary Scale | :- Rs: 50,540 - 10 x 540 – 7 x 630 – 4 x 1080 – 20 x 1280 - 90270/-
(Salaries will be paid in accordance with schedule II of MSD circular No.01/2025 for recruitments up to 01.01.2027) |
| III. | Category | :- Management Assistant - Technical (MA 2-2) |
| IV. | Age limit | :- Age should be not less than 18 years and not more than 45 years. |
| V. | Qualifications & Experience : | |

(04) Audit Assistant III

External candidates

1. Having obtained a National Vocational Qualification Level five (NVQ 5) Certificate of Proficiency in the relevant field issued by a Technical / Vocational Training Institution recognized by the Tertiary and Vocational Education Commission or equivalent qualification.

C.

- I. **Post** :- **(05) Management Assistant III**
(06) Pre School Teacher III
- II. **Salary Scale** :- Rs: 46,220 – 10 x 540 – 7 x 630 – 12 x 1080 – 12 x 1280 – 84350/-
(Salaries will be paid in accordance with schedule II of MSD circular No.01/2025 for recruitments up to 01.01.2027)
- III. **Category** :- **Management Assistant - Non Technical (MA 1-2)**
- IV. **Age limit** :- Age should be not less than 18 years and not more than 45 years.
- V. **Qualifications & Experience :**

(05) Management Assistant III

External candidates

1. Having passed the G.C.E. (O/L) examination with English Language in six subjects in one sitting with credit passes for four subjects including Sinhala/Tamil and Mathematics.
and
2. Having passed three subjects (other than the General Paper) at the G.C.E. (A/L) examination.
and
3. Having completed computer diploma or certificate course not less than 06 months of period .

(06) Per School Teacher III

External candidates

1. Having passed the G.C.E. (O/L) examination with English Language in six subjects in one sitting with credit passes for four subjects including Sinhala/Tamil and Mathematics.
and
2. Having passed three subjects (other than the General Paper) at the G.C.E. (A/L) examination.
and
3. Having completed a pre-school diploma course not less than one year.

D.

- I. Post** :- **(07) Driver III**
- II. Salary Scale** :- Rs: 43,280 – 10 x 490 – 10 x 540 – 10 x 590 – 12 x 630 – 67040/-
(Salaries will be paid in accordance with schedule II of MSD circular No.01/2025 for recruitments up to 01.01.2027)
- III. Age limit** :- Age should be not less than 18 years and not more than 45 years.
- IV. Category** :- **Primary Level - Skilled (PL 3)**
- V. Qualifications & Experience :**

(07) Driver

External candidates

1. Having passed six (06) subjects in G.C.E. (O/L) examination at least with two credit passes not more than two sittings.

and

Having obtained the license issued by the Commissioner General of Motor traffic for driving heavy vehicles and a minimum of three (03) years experience in driving after obtaining the driving license.

E.

- I. Post** :- **(08) Cook III**
(09) Printing Machine Operator III
- II. Salary Scale** :- Rs: 42,300 - 10 x 490 – 10 x 540 – 10 x 590 – 12 x 630 – 66060/-
(Salaries will be paid in accordance with schedule II of MSD circular No.01/2025 for recruitments up to 01.01.2027)
- III. Category** :- **Primary Level - Semi Skilled (PL 2)**
- IV. Age limit** :- Age should be not less than 18 years and not more than 45 years.

V. Qualifications & Experience :

(08) Cook III

External candidates

1. Having obtained proficiency certificate not below than the National Vocational Qualification (NVQ Level 02) issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission in the relevant field.

(09) Printing Machine Operator III

External candidates

1. Having obtained proficiency certificate not below than the National Vocational Qualification (NVQ Level 02) issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission in the relevant field.

F.

I. Post :- (10) Office Aide III

II. Salary Scale :- Rs: 40,500 10 x 450 – 10 x 490 – 7 x 540 – 15 x 590 – 62530/-
(Salaries will be paid in accordance with schedule II of MSD circular No.01/2025 for recruitments up to 01.01.2027)

III. Category :- Primary Level - Un Skilled (PL 1)

IV. Age limit :- Age should be not less than 18 years and not more than 45 years.

V. Qualifications & Experience :

(10) Office Aide III

External candidates

Having passed six (06) subjects in G.C.E. (O/L) examination with two credit passes not more than two sittings.

Director General

National Institute of Education