

## Vacancies

### National Institute of Social Development

### Ministry of Women, Child Affairs and Social Empowerment

**Post** Director (School of Social Work )- 01 Vacancy

01. Age Limit : Applicants should be not less than 25 years and not more than 50 years of age on closing date of applications. (Maximum age limit does not apply to for internal applicants.)

02. Educational Qualifications: **For External Applicants (below 1 or 2)**

1. Should have a 04 years Bachelor's Degree in Social Sciences from a university recognized by the University Grants Commission and a Post Graduate Degree in Social Work.

2. Minimum (15) years of experience in social work education management aspects in public service, statutory body or government recognized private institution.

3. Having at least 05 years of experience in a position in the social work education management service category of the National Institute of Social Development in Grade I.

03. Method of allocating marks for the Interview

|   | Criteria   | Marks      |
|---|--|------------|
| 1 | Educational qualifications (except basic qualification ) | 30 marks   |
| 2 | Additional experience related to the field               | 30 marks   |
| 3 | Other performances/Skills                                | 15 marks   |
| 4 | Performance at the Interview                             | 25 marks   |
|   | <b>Total Marks</b>                                       | <b>100</b> |

04. : Salary Scale : **HM 1-3: Rs: (86,865 - 15 x 2,270 , Rs 120,915)**

## **05. Conditions of employment for the post -**

- i. All applicants must be Sri Lankan citizens.
- ii. The post is permanent.
- iii. Contributions to the Employees' Provident Fund shall be paid as per the percentages approved by the Government.
- iv. Subject to three years probation.

Note : This post vacancy is in Seeduwa Head Office and selected candidates should work in Head Office.

Conditions of service: Must be subject to the provisions of the National Institute of Social Development Act No. 41 of 1992 and the rules and regulations enacted by the government from time to time.

Recruitment Methodology : Structured interview will be conducted by an interview panel as prescribed by the appointing authority. Selection will be done in order of merit from among the highest scorers.

Applicants should send the applications with complete bio data to the following address by registered post on or before 22.11.2024. The position applied for should be mentioned at the top left corner of the envelope. Incomplete, unclear or late applications will be rejected. Officials employed in the public sector should submit their applications through the Head of the Department/Institution.

04 November 2024  
Director General (Acting)  
National Institute of Social Development.  
Liyanagemulla,  
Seeduwa.

Dr. Raveendra Withanachchi  
Director General (Acting)  
National Institute of Social Development.