



# Sri Lanka Social Security Board

## (Ministry of Women, Child Affairs & Social Empowerment)



Applications are invited from Sri Lankan citizens who have fulfilled the basic qualifications for below mentioned permanent posts lying vacant at the Social Security Board of Sri Lanka.

### 1. SOCIAL SECURITY OFFICER (Information Technology) – 01

#### A. Qualifications for external applicants (Qualifications below 1 or 2 or 3 or 4 or 5)

1. Should have obtained a degree on Information Technology from a University recognized by the University Grants Commission.
2. Should have passed intermediate examination conducted by a reputable professional chartered institution appropriate to the subject field which is relevant to the post.
3. Should have obtained a proficiency certificate in not less than National Vocational Qualification (NVQ) level seven (07) issued by a Technical / Vocational Training Institution recognized by the Tertiary & Vocational Education Commission.
4. Should have obtained a proficiency certificate in not less than National Vocational Qualification (NVQ) level six (06) issued by a Technical / Vocational Training Institution recognized by the Tertiary & Vocational Education Commission.

And

After obtaining the qualifications, should possess at least five (05) years of work experience in the relevant field in a Government Institution, Corporation, Board or Statutory Institution.

5. Should have obtained a proficiency certificate in not less than National Vocational Qualification (NVQ) level five (05) issued by a Technical / Vocational Training Institution recognized by the Tertiary and Vocational Education Commission.

And

After obtaining the qualifications, should possess at least ten (10) years of work experience in the relevant field in a Government Institution, Corporation, Board or Statutory Institution.

#### B. Qualifications for internal applicants :- (Below qualifications 1 or 2)

1. Should have fulfilled the required qualifications for external applicants above.
2. Management Assistant - Should possess 05 years of satisfactory service experience in a relevant field post in Technical Service Category II (MA 2).

**Age limit** :- Should be not less than 22 years and not more than 45 years. Upper age limit will not apply to internal applicants.

**Salary scheme** :- As per Management Services Circular No. 02/2016 of 25.04.2016, salary scale entitled to the post: - JM 1-1 2016 - Rs. 42,000.00 - 10 × 755 - 18× 1,135 - 70, 580.00 Salary step at the recruitment: - Rs. 42,600.00

**Other allowances** :- Government approved allowances and other facilities are entitled.

### 2. INTERNAL AUDIT OFFICER – 02

#### A. Qualifications for external applicants:-

1. Degree in Commerce / Accountancy subjects which is recognized by the University Grants Commission.

#### B. Qualifications for internal applicants:-

1. Qualifications required above for external applicants are applicable.

**Age limit** :- Should be not less than 22 years and not more than 45 years. Upper age limit will not apply to internal applicants.

**Salary scheme** :- As per the Management Services Circular No. 02/2016 of 25.04.2016, the salary entitled to the post is :- MA - 3 2016 - Rs. 32,200.00 - 10×445 - 11×660 - 10×730 - 5×750 - 54,960.00 Salary step at the recruitment :- Rs. 32,200.00 Other

**Allowances** :- Government approved allowances and facilities are entitled.

### 3. INVESTIGATION OFFICER - 01

A. Qualifications for external applicants:-

2. Degree in Commerce / Accountancy subjects which is recognized by the University Grants Commission.

B. Qualifications for internal applicants:-

2. Qualifications required above for external applicants are applicable.

**Age limit:** - Should be not less than 22 years and not more than 45 years. Upper age limit will not apply to internal applicants.

**Salary scheme** :- As per the Management Services Circular No. 02/2016 of 25.04.2016, the salary entitled to the post is :- MA - 3 2016 - Rs. 32,200.00 - 10×445 - 11×660 - 10×730 - 5×750 - 54,960.00 Salary step at the recruitment :- Rs. 32,200.00 Other

**Allowances:** - Government approved allowances and facilities are entitled.

These posts are permanent and entitled to the Employees' Provident Fund and Employees' Trust Fund. Permanency is subject to three years' probation period.

Applicants will be recruited based on the results of interview. Send your applications along with relevant certificates by registered post to reach the "**Chairman, Sri Lanka Social Security Board, No. 18, Rajagiriya Road, Rajagiriya**" or hand over to Administrative Division of the Head Office before 20.05.2024. Applicants already employed in Govt. service or statutory institutions should channel their applications through their respective Heads of Institutions. The top left corner of envelopes containing applications should be marked with the post applied for. Applications can be downloaded via [www.ssb.gov.lk](http://www.ssb.gov.lk) website.

Chairman,  
Sri Lanka Social Security Board,  
"Social Security Premises"  
No. 18,  
Rajagiriya Road,  
Rajagiriya.  
07.05.2024