



# National Education Commission

## Vacancies



*"Be a partner in National Educational Policy Formulation"*

Applications are invited from suitably qualified citizens of Sri Lanka to fill the following vacant positions at National Education Commission.

- 01. Designation** - **Senior Policy Research Officer**  
**Category of Services** - **Senior Academic and Research Services**  
**Number of vacancies** - **05**

### 1.1 Qualifications

#### 1.1.1 For External Applicants (1 or 2 below)

1. A special degree in the field of Educational Science, Statistics, Management, Sociology, Mathematics, Economics, Information Technology or Biological Science from a recognized university by the University Grants Commission.

With

A Master's degree in the relevant field

And

Minimum of eight (08) years post qualifying research experience in a Government Organization, State Corporation, Board, Statutory Institution or a recognized Private Sector Institution after obtaining the first degree.

2. A special degree in the field of Educational Science, Statistics, Management, Sociology, Mathematics, Economics, Information Technology or Biological Science from a recognized university by the University Grants Commission with a Doctoral Degree(PhD) in the relevant field.

And

Minimum of five (05) years post qualifying research experience in a Government Organization, State Corporation, Board, Statutory Institution or a recognized Private Sector Institution after obtaining the first degree.

Priority will be given to the graduates in Bachelor of Education.

#### 1.1.2 For Internal Applicants (1, 2 or 3 below)

1. Should fulfill the above qualifications required for External Applicants
2. A Special/General degree in the field of Educational Science, Statistics, Management, Sociology, Mathematics, Economics, Information Technology or Biological Science from a recognized university by the University Grants Commission.

With

A Master's Degree in the relevant field

And

Minimum of eight (08) years satisfactory working experience as a Policy Research Officer (AR1)

3. A special/General degree in the field of Educational Science, Statistics, Management, Sociology, Mathematics, Economics, Information Technology or Biological Science from a recognized university by the University Grants Commission.

With

A Doctoral Degree (PHD) in the relevant field.

And

Minimum of five (05) years satisfactory working experience as a Policy Research Officer (AR1)

**1.2 Salary Category** - (AR 2)

**1.3 Salary Scale** - AR 2-2016-76,200-10x2,000-96,200/-

Monthly Cost of Living Allowance : Rs.7,800/-

Monthly Telephone Allowance : Rs.4,000/-

Monthly Professional Allowance : As per the Management Services Circular No. 05/2017

Research Allowances : As per the Management Services Circular No. 02/2014

Vehicle Permit : As per the Trade and Investment Policy Circular No. 01/2016

- 1.4 Age** - The age should not be less than 30 years and not more than 55 years at the closing date of applications (Maximum age limit is not applicable for internal applicants.)

**02. Designation** - **Policy Research Officer**

**Category of Services** - **Academic and Research Services**

**Number of vacancies** - **02**

**2.1 Qualifications**

**2.1.1 For External Applicants (1 or 2 below)**

- (A) 1. A four year special degree with a first class or second class upper division in the field of Statistics, Management, Sociology or Economics from a recognized university by the University Grants Commission.

or

2. A four year special degree with second class lower division in the field of Statistics, Management, Sociology or Economics from a recognized university by the University Grants Commission and one year Post Graduate Diploma in Education.

or

3. A degree in the field of Statistics, Management, Sociology or Economics from a recognized university by the University Grants Commission and two years Postgraduate Degree with Research.

- (B) The experience in research and survey will be a special qualification. The experience in education, research and survey in the relevant field will be an added qualification.

**2.1.2 For Internal Applicants**

1. A degree in the field of Statistics, Management, Sociology or Economics from a recognized university by the University Grants Commission.

And

2. A Postgraduate Diploma in Education from a recognized university by the University Grants Commission.

And

3. Minimum of five (05) years satisfactory working experience at the NEC as a Programme Officer (Policy/Planning) (MA4) Grade II.

**2.2 Salary Category** - (AR 1)

**2.3 Salary Scale** - AR 1-2016-53,150-1,375x10-1,910x15-95,550/-

Monthly Cost of Living Allowance : Rs.7,800/-

Monthly Telephone Allowance : Rs.2,500/-

Monthly Professional Allowance : As per the Management Services Circular No. 05/2017

Research Allowances : As per the Management Services Circular No. 02/2014

Vehicle Permit : As per the Trade and Investment Policy Circular No. 01/2016

**2.4 Age** - The age should not be less than 22 years and not more than 45 years at the closing date of applications (Maximum age limit is not applicable for internal applicants.)

**03. Designation** - **Programme Officer (Policy/Planning)**  
**Programme Officer (Finance)**

**Category of Services** - **Implementation / Consulting Services**

**Number of vacancies** - **Programme Officer (Policy/Planning) - 02**  
**Programme Officer (Finance) - 01**

**3.1 Qualifications**

**3.1.1 For External Applicants**

(A) A degree in the field of Educational Science, Management, Information Technology, Computer Science, Mathematics, Library Science, Statistics or Sociology from a recognized university by the University Grants Commission.

(B) Additional Qualifications. - For the post of Programme Officer (Policy/ Planning)

(i) Experience in research and survey

(ii) Experience on computer software applications in projects and programmes.

**3.1.2 For Internal Applicants**

More than Ten (10) years satisfactory service at the NEC as a Management Service Officer (MA1) Grade I.

**3.2 Salary Category** - (MA 4)

**3.3 Salary Scale** - MA 4-2016 -37,910-755x10-930x15-1,135x5-65,145/-  
Monthly Cost of Living Allowance : Rs.7,800/-

**3.4 Age** - The age should not be less than 22 years and not more than 35 years at the closing date of applications (Maximum age limit is not applicable for internal applicants.)

**04. Other Qualifications Required:**

All Applicants,

**4.1** Should be a Sri Lankan citizen.

**4.2** Should be physically and mentally fit to perform the duties assigned to the post.

**4.3** Should have a great character.

**4.4** Ability to work in English language will be considered as an additional qualification.

Eligibility in all respects should be fulfilled by the closing date of applications.

**05. Method of Selection**

Short listed applicants according to the qualifications and experience will be called for an interview and/or a written test.

**06. Nature of Appointment**

These posts are permanent and entitled for EPF and ETF. The appointments are subject to three years probationary period from the date of appointment. All the rules and regulations already imposed or to be imposed by the government from time to time is applicable.

**07. How to apply**

All Applications should be filled according to the specimen application form as enlists in **NEWS & EVENTS** section of the official web site; **nec.gov.lk**, and sent to the following address on or before **10<sup>th</sup> November 2020** by registered post or by hand along with the copies of the educational and professional certificates.

Post applied for should be indicated on the top left hand corner of the envelope enclosing the application. Incomplete applications and applications received after the closing date will be rejected.

Applicants from Government/Corporations/Statutory bodies should channel their applications through the respective Head of Institution.

The National Education Commission has the sole authority to fill/ not to fill or to partially fill the vacancies available.

Chairman  
National Education Commission,  
126, Nawala Road, Nugegoda.