Applications are invited from citizens who are fulfilling the basic qualifications for the undermentioned permanent posts lying vacant at the Sri Lanka Social Security Board.

1. Social Security Officer (Information Technology) - 01

Qualifications for External Applicants (1 or 2 or 3 or 4 or 5 of the below qualifications)

01. Possess a Degree in Information Technology obtained from a University recognized by the University Grants Commission

or

02. Passed an Intermediate Examination of a reputed Chartered Professional Institution relevant to the subject field to the post

or

03. Possess a Competency Certificate not below NVQ level seven (07) issued by a Technical / Vocational Training Institution recognized by the Tertiary and Vocational Education Commission

or

04. Possess a competency certificate not below NVQ Level six (06) issued by a Technical / Vocational Training Institution recognized by the Tertiary and Vocational Education Commission

and

Should possess a minimum of five (05) years experience working in the Public Sector, State Corporation, Board or a Statutory Institution after obtaining qualifications

or

05. Possess a competency certificate not below NVQ level Five (05) issued by a Technical / Vocational Training Institution recognized by the Tertiary and Vocational Education Commission

and

Should possess a minimum of ten (10) years experience working in the public sector, state corporation, board or a statutory institution after obtaining qualifications.

Qualification for Internal Applicants

01. Should fulfill the qualifications as mentioned above for the external applicants **or**
02. Should have completed 05 years of satisfactory service in a post in the relevant field as a Management Assistant - non-technical (MA 2) service category in Trade II.

Age Limit: Should not be below 22 years and should not be above 45 years. The maximum age limit does not apply to internal applicants.

Salary Scale: As per Management Services Circular 02/2016 dated 25.04.2016, the salary scale entitled to your post is JM 1-1 (2016) - Rs. 42,600 - 10 x 775 - 18 - 1135 - 70580

The salary step at recruitment is Rs. 42,600.00

Other Allowances - Entitled to Government approved allowances.

2. Computer Network Assistant - 01

Qualifications for External Applicants

Should possess a competency certificate not below (NVQ) level five (05) issued by a Technical / Vocational Training Institution recognized by the Tertiary and Vocational Education Commission for Computer Networking.

Qualifications for Internal Applicants

Should fulfill the qualifications mentioned above for external applicants.

Age Limit: Should not be less than 18 years and and not above 45 years. The maximum age limit dose not apply to internal applicants.

Salary Scale: As per Management Services Circular 02/2016 dated 25.04.2016, the salary scale entitled to your post is MA 2-1 (2016) - Rs. 30,310 - 10x300 - 7x350 - 4-495 - 20x660 - 50,940

The salary step at recruitment is Rs. 30,310.00

Other allowances - Entitled to Government approved allowances.

3. Book-Keeper - 01

Qualifications for External Applicants

Should posses a competency certificate not below (NVQ) level five (V) issued by a Technical / Vocational Training Institution recognized by the Tertiary and Vocational Education Commission for Book-keeping or Accounting.

Qualifications for Internal Applicants

Should fulfill the qualifications as mentioned above for the external applicants.

Age Limit: Should not be less than 18 years and should not be above 45 years. The maximum age limit does not apply to internal applicants.

Salary Scale : As per the Management Services Circular 02/2016 dated 25.04.2016, the salary scale entitled to your post is MA 2-1 (2016) - Rs. 30,310 - 10x300 7x350 - 4x495 - 20x660 - 50,940

The salary scale at recruitment is Rs. 30,310

Other Allowances - Entitled to Government approved allowances.

General Conditions:

Every Applicant,

- Should be a Sri Lankan citizen
- Should be physically and mentally sound to discharge details entrusted to this post satisfactorily
- Should possess an excellent moral character
- Should be able to fulfill competency in official languages
- Preference will be given to applicants able to work in three languages Sinhala, Tamil with English or the ability to work in English with Sinhala / Tamil and to applicants with computer literacy.
- All copies of certificates relevant to qualifications should be certified as true copies by a Justice of the Peace and submitted with the application
- Applicants who fulfill qualifications to the maximum will be given preference and will be called for an interview

For applicants applying for the post 01 above.

The application of those who have been recruited for Government Graduate Trainees for year 2020 training will not be taken into consideration and an Affidavit for not receiving training should be submitted with the application.

This post is permanent. Should contribute to Employees Provident Fund and the Employees Trust Fund. Will be made permanent after a probationary period of three years. Recruitment will be made to this post based on the results of a written test or an interview. The Board of Directors retains the right of the final decision to fill this post completely or not.

Your applications should be sent to the **"Chairman, Sri Lanka Social Security Board, No. 18, Rajagiriya Road, Rajagiriya"** by registered post or could be hand-delivered to the Administration Section of the Head Office to be received before 30.03.2021. Applicants already working in the Public Sector or in statutory institutions should channel their applications through the Head of the Institution. The name of the post applying for should be marked on the top left-hand corner of the envelope. Further details could be obtained from our website: **www.ssb.gov.lk**

Senior Lecturer, Saman Handeragama
Chairman
Sri Lanka Social Security Board
"Samaja Arakshana Piyasa"
No. 18, Rajagiriya Road,
Rajagiriya.
08.03.2021.