



# National Institute of Fundamental Studies

Applications are invited by the National Institute of Fundamental Studies from suitably qualified candidates for the following vacancies.

1. **Research Professor**
2. **Research Assistant Gr. II**
3. **Secretary to the Board**
4. **Administrative Officer Gr. II**
5. **Accounts Officer Gr. II**
6. **Internal Audit Officer Gr. II**
7. **Pool of Lawyers**

## 1. Research Professor (On Contract) :

### Project : Condensed Matter Physics & Solid-State Chemistry

**Qualifications :** The candidate should have a first Degree preferably with a first class or upper second class in Physics and also have a Ph.D. in Experimental Solid-State Physics/Condensed Matter Physics / Material Physics or related discipline with a sound knowledge of Chemistry and a minimum of 15 years of post-doctoral research or research and teaching experience.

**Job Description :** The Condensed Matter Physics and Solid State Chemistry Division currently has several ambitious projects on the development, synthesis and characterization of technologically important novel solid and quasi - solid polymeric materials with potential applications in nanofiber water filters for bacteria and arsenic removal, rechargeable batteries, dye sensitized and thin film solar cells and electro chromic display devices. The candidate is expected to play a leading role in strengthening these ongoing research programs.

### Project : Plant Taxonomy and Conservation

**Qualifications :** The candidate should have a first degree preferably with a first class or upper second class in Plant Sciences / Agriculture and also have a Ph.D. in the Plant Sciences or related discipline and a minimum of 15 years of post-doctoral research and teaching experience.

**Job Description :** The applicant is expected to contribute significantly in one or more of the following areas :

- Development of the NIFS Arboretum in Dambulla
- Contribute to existing research projects on Forest Ecology at the NIFS
- Medicinal plants and natural products in Sri Lanka
- Taxonomy, Biodiversity Conservation and Restoration Ecology in a broad sense.

**Salary Code :** UAC 5(II) + Applicable Allowances

**Age Limit :** No age limit but should be physically and mentally fit.

## 2. Research Assistant Gr. II (On Contract)

### Project (a). Material Processing and Device Fabrication (b) Energy and Advanced Material Chemistry

**Qualifications :** i. A four-year Degree with specialization in the relevant subject (Please see website for details) with first or second class (upper division) Honors

OR

ii. A four-year degree with specialization in the relevant subject (please see website for details) with second class (lower division) Honors

OR

iii. A Degree with the relevant subjects (please see website for details) and postgraduate degree in the relevant subject with a research component

**Salary Scale :** 27,775 - 3x645 - 29,710/= + 25% (Research Allowance) + Approved Government allowances.

## 3. Secretary to the Board (Permanent)

**Qualifications :** A Bachelor's Degree in Management or Science and a Postgraduate Degree in Management or Science from a university recognized by the UGC.

### Job Description :

- i. Responsible for the general administration and day to day management of the institute
- ii. Be in charge of the personnel management functions of the institute including disciplinary matters.

- iii. Responsible for the overall administrative and financial control of the substations coming under the purview of the institute
- iv. Overall control of all aspects of infrastructure services and supplies
- v. Direction and supervision of all work connected with local and foreign training of all categories of staff including the work connected with agreements and surety bonds.
- vi. Coordinating at work connected with legal matters and representing the institute in Courts of Law/Labour Tribunals where applicable.

**Salary Scale :** HM 2-1-2016 : 93,020-12x2,700 - 125,420/= + Approved Government Allowances + official transport and fuel

**Age :** Should not be less than 40 years and not more than 50 years.

## 4. Administrative Officer Gr. II (Permanent)

**Qualifications :** Bachelor's Degree from a recognized university with minimum of one (01) year post qualifying experience in administration in a Government Department / Corporation / Board or in a reputed Mercantile Establishment.

**Job Description :** Assisting to implement the administrative functions under the guidance of the Secretary.

## 5. Accounts Officer Gr. II (Permanent)

**Qualifications :** Intermediate level qualifications of the Institute of Chartered Accountants of Sri Lanka (ICASL) or Intermediate level qualification of Chartered Institute of Management Accountants (CIMA) or Intermediate level qualification of Association of Chartered Certified Accountants (ACCA) or Degree in Management or Commerce.

**Job Description :** Supervision and management of all finance functions of the institute in consultation with the accountant.

## 6. Internal Audit Officer Gr. II (Permanent)

**Qualifications :** Intermediate level qualifications of the Institute of Chartered Accountants of Sri Lanka (ICASL) or Intermediate level qualification of Chartered Institute of Management Accountants (CIMA) or Intermediate level qualification of Association of Chartered Certified Accountants (ACCA) or Degree in Management or Commerce.

**Job Description :** Ensuring Internal controls by installing and monitoring adequate systems and procedures and carrying out routine and regular random investigation and checking of documents, cash and stores.

**Salary Scale for 4.5 and 6 :** JM 1-1-2016 : Rs.42,600-10x755-18x1,135-70,580/= + Approved Government allowances.

**Age for positions given in 4.5 and 6 :** Age should be not less than 18 years and not more than 45 years.

## 7. Panel of Lawyers (On Assignment)

A panel of eminent Lawyers to get legal advice for the Institute will be recruited on an assignment basis if and when the need arises.

**Application submission** (except for Lawyers) :- Applications should be submitted online (preferred) or under registered cover. Details are available at [www.nifs.ac.lk](http://www.nifs.ac.lk)

**Deadline :** 3.00 p.m. on August 30, 2021.

**Senior Professor Ranjith Premalal De Silva  
Acting Director/CEO  
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Hantana Road, Kandy.**

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