



# Ministry of Education, Higher Education and Vocational Education

## Vocational Training Authority of Sri Lanka



Applications are invited from Sri Lankan citizens who are qualified, competent, efficient and of excellent character for the following vacant positions in this Authority.

|    | Job Title                                                                | Service Category<br>And Salary                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Qualifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| 01 | <b>Director<br/>(Human Resource<br/>and<br/>Administration)</b>          | <b><u>Service Category</u></b><br>Senior Manager<br>(HM 1-1)<br><br><b><u>Salary Scale (As per<br/>Schedule 01 of<br/>Circular No. 01/2025,<br/>effective from<br/>01.01.2027)</u></b><br>Rs.140,640-15x4,100 –<br>202,140 and<br>Government approved<br>allowances<br><br><b><u>Salary Step from<br/>01.01.2025</u></b><br>Rs: 105,399.00 and<br>Government approved<br>allowances<br><br><b><u>Age Limit</u></b><br>Must be not less than 35<br>years of age and not<br>more than 55 years of<br>age       | <b><u>External Candidates</u></b><br><b>01.</b> A degree recognized by the University Grants Commission.<br>With<br>A postgraduate degree in the relevant field.<br>And<br>At least fifteen (15) years of experience in the relevant field in a "Managerial" level position in the Government, a State Corporation, a Board, a Statutory Body or a recognized private institution.<br><br><b><u>Internal Candidates</u></b><br><br>01. Must have fulfilled the qualifications for external candidates above.<br>OR<br>02. Must have completed a minimum of five (05) years of satisfactory service in a Grade 1 position in the "Manager" Service Category (MM 1-1) in the relevant subject area of the Sri Lanka Vocational Training Authority.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 02 | Assistant Director<br>(District)                                         | <b><u>Service Category</u></b><br>Manager<br>(MM 1-1)<br><br><b><u>Salary Scale (As per<br/>Schedule 01 of<br/>Circular No. 01/2025,<br/>effective from<br/>01.01.2027)</u></b><br>Rs.91,690 - 10x2,480 –<br>15 x 3,450 – 168,240<br>and Government<br>approved allowances<br><br><b><u>Salary Step from<br/>01.01.2025</u></b><br>Rs: 71,730.00 and<br>Government approved<br>allowances<br><br><b><u>Age Limit</u></b><br>Must be not less than 22<br>years of age and not<br>more than 45 years of<br>age | <b><u>External Applicants</u></b><br><b>01.</b> Possess a degree in Engineering (Civil) or another Bachelor of Science degree in the relevant field recognized by the University Grants Commission.<br>AND<br>Have at least one (01) year of experience in the relevant field of the position after obtaining the degree.<br>OR<br><b>02.</b> Have obtained a Certificate of Proficiency at a level not less than the Seventh (07) National Vocational Qualification (NVQ) issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission.<br>AND<br>Have at least one (01) year of experience in the relevant field in a Government, State Corporation, Board, Statutory Body or a recognized private institution after obtaining the said qualification.<br>OR<br><b>03.</b> National Diploma in Technology (NDT)/National Diploma in Engineering Science (NDES)/Higher National Diploma in Engineering (HNDE)/Diploma in Engineering Technology of the Open University of Sri Lanka/National Vocational Qualification Level 6 (NVQ Level 6)<br>AND<br>Six (06) years of work experience in the relevant field after obtaining the said qualification.<br><br><b><u>Internal Applicants</u></b><br>01. Must have fulfilled the qualifications for external applicants mentioned above.<br>OR<br>02. Must have completed a minimum of five (05) years of satisfactory service in a position in the relevant field in the "Junior Manager" (JM 1-1) service category. |
| 03 | Assistant Director<br>(Carrier Guidance<br>job placement &<br>promotion) | <b><u>Service Category</u></b><br>Manager<br>(MM 1-1)<br><br><b><u>Salary Scale (As per<br/>Schedule 01 of<br/>Circular No. 01/2025,<br/>effective from<br/>01.01.2027)</u></b><br>Rs.91,690 - 10x2,480 –<br>15 x 3,450 – 168,240<br>and Government<br>approved allowances<br><br><b><u>Salary Step from<br/>01.01.2025</u></b><br>Rs: 71,730.00 and<br>Government approved<br>allowances                                                                                                                    | <b><u>External applicants</u></b><br><br><b>01.</b> Obtained a degree recognized by the University Grant Commission.<br><br>And<br>Obtained at least one year (01) experience in the relevant field after obtaining the degree.<br><br><b><u>Internal applicants</u></b><br><br><b>02.</b> Possession of qualifications for above external applicants.<br><br>Or<br><b>03.</b> Having completed at least five (05) years of satisfactory service in a post of “Junior Management” category (JM1-1) in the relevant field.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|    |                        | <p><b><u>Age Limit</u></b><br/>Must be not less than 22 years of age and not more than 45 years of age</p>                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 04 | Training Officer       | <p><b><u>Service Category</u></b><br/>Junior Manager (JM 1-1)</p> <p><b><u>Salary Scale (As per Schedule 01 of Circular No. 01/2025, effective from 01.01.2027)</u></b><br/>Rs.72,650 - 10x1,360 – 18 x 2,040 – 122,970 and Government approved allowances</p> <p><b><u>Salary Step from 01.01.2025</u></b><br/>Rs: 58,615.00 and Government approved allowances</p> <p><b><u>Age Limit</u></b><br/>Must be not less than 22 years of age and not more than 45 years of age.</p>                                       | <p><b><u>External Candidates</u></b><br/>01. Shall possess a Bachelor of Science degree in the relevant field recognized by the University Grants Commission.<br/><i>OR</i><br/>02. Shall possess a Certificate of Proficiency in a National Vocational Qualification (NVQ) not less than Level 7 issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission..<br/><i>OR</i><br/>03. Shall Possess a Certificate of Proficiency in the relevant field, of the National Diploma in Technology (NDT)/National Diploma in Engineering Science (NDES)/Higher National Diploma in Engineering (HNDE)/Diploma in Engineering Technology of the Open University of Sri Lanka/National Vocational Qualification (NVQ) not less than Level Six (06).<br/><i>AND</i><br/>Having at least five (05) years of experience in the relevant field in a Government, State Corporation, Board, Statutory Body or a recognized private institution after obtaining the said qualification.<br/><i>OR</i><br/>04. Shall possess a Certificate of Proficiency at a level not less than the National Vocational Qualification (NVQ) Level Five (05) issued by a Technical/Vocational Training Institution recognized by the Tertiary and Vocational Education Commission.<br/><i>AND</i><br/>Having at least ten (10) years of experience in the relevant field in a government, state corporation, board, statutory body or recognized private institution after obtaining the said qualification..</p> <p><b><u>Internal Candidates</u></b><br/>01. Must have fulfilled the qualifications for external applicants as mentioned above<br/><i>OR</i><br/>02. Must have five (05) years satisfactory service experience in the position of Senior Consultant in the " Operational / Instructional Services " (MA 4) Service Category.<br/><i>OR</i><br/>03. Must have completed a minimum of five (05) years satisfactory service in the position of Consultant in Grade II in the "Management Assistant - Technology" (MA 2-2) Service Category.</p> |
| 05 | Programme Officer      | <p><b><u>Service category</u></b><br/>Operational / Instructor services (MA 4)</p> <p><b><u>Salary scale: (As per the sub schedule 01 of the Circular No. 01/2025 With effect from 01.01.2027)</u></b><br/>Rs: 64,320 - 10x1,360 – 15 x 1,670 - 5x2,040 – 113,170 and government approved other allowances<br/><b><u>Salary step since 01.01.2026</u></b><br/>Rs: 58,598.00 and government approved other allowances<br/><b><u>Age limit</u></b><br/>Age must be not less than 22 years and not more than 45 years</p> | <p><b><u>External applicants</u></b><br/><br/>01. Obtained a Degree recognized by University Grant Commission.</p> <p><b><u>Internal applicants</u></b><br/><br/>01. Possession of qualifications for above external applicants.<br/><br/><i>Or</i><br/>02. Having completed at least eight (08) years of satisfactory service in a post of “Management Assistant – Non - Technical” category (MA 1-2).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 06 | Draughtsman (Contract) | <p><b><u>Service Category</u></b><br/>Management Assistant (Technological) (MA 2-2)</p> <p><b><u>Monthly Allowance</u></b><br/>Rs: 43,379.00 and Government approved allowances</p> <p><b><u>Age Limit</u></b><br/>Should be not less than 22 years of age and not more than 45 years of age.</p>                                                                                                                                                                                                                      | <p><b><u>External Candidates</u></b><br/><br/><b>01.</b> Should have successfully completed a technical course at a level 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 obtained a Certificate of Proficiency in the relevant field.</p> <p><b><u>Other qualifications specific to the position.</u></b><br/><br/>One (01) year of work experience in the relevant field will be considered as an additional qualification.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 07 | Management Assistant   | <p><b><u>Service category</u></b><br/>Management Assistant (Non -Technical) (MA 1-2)</p> <p><b><u>Salary scale:</u></b></p>                                                                                                                                                                                                                                                                                                                                                                                            | <p><b><u>External applicants</u></b><br/><br/>01. Must have passed G.C.E. O/L in one sitting with six (06) subjects including</p> <ul style="list-style-type: none"> <li>Sinhala /Tamil</li> <li>Mathematics</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

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|  | <p><b><u>(As per the sub schedule 01 of the Circular No. 01/2025 With effect from 01.01.2027)</u></b></p> <p>Rs. 46,220 - 10x540 – 7x630 – 12x1,080 - 12x1,280 – 84,350 and government approved other allowances</p> <p><b><u>Salary step since 01.01.2026</u></b></p> <p>Rs.43,312.00 and government approved other allowances</p> <p><b><u>Age limit</u></b><br/>Age must be not less than 18 years and not more than 45 years</p> | <p>with credit passes in four (04) subjects.</p> <p>02. Must have passed at least three (3) subjects (Except Common General Test) in G.C.E. A/L.</p> <p><b><u>Internal applicants</u></b></p> <p>01. Employees in the Primary level – Unskilled, Semi – skilled and Skilled grade who possessed the following qualifications as mentioned in below ‘b’, ‘c’, and ‘e’ can be applied.</p> <p>b. Must have passed G.C.E. O/L in one sitting with six (06) subjects including</p> <ul style="list-style-type: none"> <li>Sinhala /Tamil</li> <li>Mathematics</li> </ul> <p>with credit passes in four (04) subjects.</p> <p>c. Obtained a certificate level certificate on computer knowledge.</p> <p>d. Must have permanent appointments in the service and should be permanent in those appointments.</p> <p>e. Must have completed at least five (05) years of continuous satisfactory service in permanent appointment before the closing date of the application.</p> <p>Notes :- (I) A service period which served before appointed to a permanent post or a period which served as a condition to be appointed for a permanent post, will not be considered for the five (05) years period which mentions in above “e” for obtaining the qualifications. Temporary / casual service periods served before appointed to a permanent post will not be considered for the five (05) years period which mentioned in the above “e” for obtaining qualifications.</p> |
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**NB:**

- ❖ The above-mentioned posts will be entitled to the Employees' Provident Fund (EPF) and Employees' Trust Fund (ETF).
- ❖ The relevant application form should be downloaded from the website of the Vocational Training Authority of Sri Lanka: [www.vtasl.gov.lk](http://www.vtasl.gov.lk).
- ❖ The above-mentioned age limits will not be applicable to officers serving in Government/Government Statutory Institutions.
- ❖ Separate applications should be submitted for each post if applying for more than one post.
- ❖ Applications should be sent by **registered post only** to the address given below on or before **03 August 2026**. An administration fee of **Rs. 1,000.00** should be deposited to Account No. 119-1-001-9-3693223 at the People's Bank, Narahenpita Branch, indicating "**Admin Fee**" as the payment reference. The original deposit receipt must be attached to the application.
- ❖ The post applied for should be mentioned at the **top left corner** of the envelope containing the application. Incomplete, non-compliant or late applications will be rejected.
- ❖ Recruitment will be carried out through a written competitive examination decided by the Board of Directors of the Institution and/or a structured **interview** conducted by a panel appointed by the Appointing Authority. The decision of the Chairman/Board of Directors of the Vocational Training Authority of Sri Lanka shall be the final decision regarding recruitment.
- ❖ Selected applicants shall agree with the Vocational Training Authority of Sri Lanka to serve at a work station in any Province/District assigned by the Authority based on service requirements for a specified period. Selected applicants shall be bound to serve at any work station of the Vocational Training Authority of Sri Lanka as determined by the Authority based on service requirements.

Chairman/Chief Executive Officer,  
Vocational Training Authority of Sri Lanka  
“Nipunatha Piyasa”, 4th Floor, No. 354/2, Elvitigala Mawatha,  
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Tel.No. - 0112- 596516/17

**- Skills for Livelihood – Employability for Skills-**