



PARLIAMENT OF SRI LANKA VACANCIES

Applications are invited from citizens of Sri Lanka who are physically sound and of excellent moral character for the post of **Deputy Director (Finance)** on the Staff of the Secretary-General of Parliament.

Applications prepared in accordance with the specimen given below should be **sent only by registered post** along with the copies of the certificates of the educational / professional and experience, to reach the **"Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte"** on or before **03.03.2026**. The post applying should be indicated on the top left-hand corner of the envelope (This notice is available on the website: www.parliament.lk).

Deputy Director (Finance) - [No. of vacancies - 01]

1. Salary Scale:-

According to the Schedule I of the Management Services Circular No. 04/2025 dated 25.03.2025, the monthly salary scale entitled for this post is Rs.109,090-7x2,940/6x3,900-153,070/- (The minimum initial gross monthly remuneration on this salary scale inclusive of all allowances will be approximately Rs.197,000/-). [Further, salary revision is scheduled for 2027 as per the aforementioned circular].

2. Age Limit:-

Should be not less than 25 years and not more than 45 years of age as at the closing date for applications (The upper age limit shall not be applied for those who are confirmed in the Public/ Provincial Public Service).

3. Educational Qualifications:-

A Bachelor's degree in Commerce, Management or Accountancy offered by a University recognized by the University Grants Commission (UGC)

4. Professional Qualifications:-

- Master's degree offered by a recognized University/Sri Lanka Institute of Development Administration (SLIDA) in the field of Financial Management/Accountancy/Procurement will be an advantage.
- Successful completion of CIGAS and ITMIS, computer programmes conducted by the Ministry of Finance/Sri Lanka Institute of Development Administration (SLIDA).

5. Experience:-

Completion of a total of twelve (12) years of satisfactory service in Class III/II of the Sri Lanka Accountants' Service. (*Preference will be given to applicants with experience in the field of "Procurement"*).

6. Method of Recruitment:-

On the merit of a structured interview.

7. Evaluation Procedure:-

The qualifications of the applicants will be evaluated by an interview board appointed by the Secretary-General of Parliament.

Applicants who meet the required qualifications will be called for an interview and marks at the interview will be awarded based on the following criteria. Total marks allocated for this interview is hundred (100):-

| Serial No. | Criteria |
|------------|--|
| 1 | Additional Educational and Professional Qualifications |

| | |
|---|--|
| 2 | Subject Knowledge |
| 3 | Work Experience |
| 4 | Personality and Skills demonstrated at the interview |

8. Terms and Conditions of Service:-

- (i) This post is permanent and pensionable. Pension entitlement pertaining to this post will be determined according to policy decisions taken by the Government in future. Appointment will be made initially subject to a three-year (03) probation period. If a person who has been confirmed in a permanent and pensionable post in the Public/Provincial Public service is selected, he/she will be appointed subject to an acting period of one year.
- (ii) The effective date of the appointments will be determined by the Secretary - General of Parliament. The Secretary General of Parliament shall have the discretion to fill or not to fill the vacancies.
- (iii) Selected candidate shall abide by the Financial and Departmental Regulations applicable to the staff of the Secretary-General of Parliament.
- (iv) Selected candidate should contribute to the Widows'/Widowers' and Orphans' Pension Fund from his/her salary with a percentage specified by the Government.
- (v) Selected candidate should be subjected to a medical examination.
- (vi) A Security Clearance Report with respect to the selected candidate will be obtained prior to his/her appointment.

9. Applicants should attach the copies of the following certificates to their applications (Not originals) and original certificates should be produced only when called upon to do so:-

- (a) Birth Certificate
- (b) Copy of the National Identity Card
- (c) Certificates confirm the Educational Qualifications
- (d) Certificates confirm the Professional Qualifications
- (e) Certificates of Experience

10. Applicants serving in the Public/Provincial Public Service should send their applications through relevant Heads of Departments/Institutions.

11. Canvassing in any form will be considered as a disqualification for this post.

12. Any information in the application found to be incorrect, if disclosed before selection will render the applicant liable for disqualification, and to dismissal, if discovered after appointment.

13. Applications received after the closing date or sent without copies of the above mentioned certificates or not sent through Heads of Departments/Institutions (if currently serving in the public/provincial public service) or applications not prepared in accordance with the specimen application will be rejected. Applications submitted through the Heads of Departments / Institutions received after closing date will be rejected.

14. In the event of any inconsistency between Sinhala, Tamil, and English versions of this Gazette Notification, the Sinhala text shall prevail.

Kushani Rohanadeera
Secretary-General of Parliament

Parliament of Sri Lanka
Sri Jayewardenepura Kotte
06 February 2026



PARLIAMENT OF SRI LANKA
Specimen Application Form

Post of

| Educational Qualifications : (Copies of the certificates should be attached) | | |
|--|-----------|----------------|
| Degree | Institute | Effective Date |
| | | |
| | | |
| | | |

09. Professional Qualifications: (*Copies of the certificates should be attached*)

| Course | Institution | Effective Date |
|--------|-------------|----------------|
| | | |
| | | |
| | | |

10. Experience: (Copies of the certificates should be attached)

| Institute | Designation | Duration |
|-----------|-------------|----------|
| | | |
| | | |
| | | |

Details of Present Employment:-

- (a) Name and Address of the Institution:
- (b) Date of First Appointment:
- (c) Present Post:
- (d) Monthly Basic Salary:
- (e) Allowances:
- (f) Gross Salary:

11. Have you been convicted for a criminal offence by a Court of Law? (Yes / No)
If yes, give details.

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12. Have you served under the Government before? (Yes / No)
If yes, give details.

I do hereby certify that all the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.

Date:

.....
Signature of the Applicant

Certification of Head of Department/Institution

(Only for applicants serving in the Public Service/Provincial Public Service)

Secretary-General of Parliament,

I recommend and forward the application of Mr / Mrs / Miss holding the post of in this Institution. I certify that he / she has been / has not been confirmed in this post and his / her work and conduct are satisfactory and that he / she has not been subject to any disciplinary action or there is no intention to make such inquiry. He / she can be released from the service if selected for this post. (Please strike through the irrelevant words.)

Date:

.....
Signature of Head of Department/Institution
(Official Stamp)