

MINISTRY OF PUBLIC ADMINISTRATION, HOME AFFAIRS, PROVINCIAL
COUNCILS AND LOCAL GOVERNMENT
SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION
(SLIDA)



VACANCY

Post of Management Assistants

(To be filled on Secondment Basis)

SLIDA is the premier public sector training institute in Sri Lanka dedicated to developing the management and leadership capacity of the public sector executives through education and training, management consultancies and research.

We are looking for suitable Public Officers to serve in the position of Management Assistant in SLIDA on Secondment basis.

Position	Required Qualifications
Management Assistant	<i>Holding a position as a Sri Lanka Management Service Officer in the Public Sector.</i> <i>(Belongs to following Grades I, II and III)</i>

Note: - Preference will be given for candidates who could work in three languages.

• Interested candidates may submit their **applications** with the **Curriculum Vitae** through their Heads of Organizations to the “**Director General, Sri Lanka Institute of Development Administration, 28/10, Malalasekara Mawatha, Colombo-07**” under registered cover to reach on or before **20th November 2023**.

• The post applied for should be mentioned on the top left hand corner of the envelope.

• The application form can be downloaded from the SLIDA web site (www.slida.lk).

Director General
Sri Lanka Institute of Development Administration
28/10 Malalasekara Mawatha
Colombo 07
Tele : 94 11 5980200 Fax : 94 11 2584406 E-mail : slida.lk

Sample Application form

Application No:.....
(Office Use Only)

MINISTRY OF PUBLIC ADMINISTRATION, HOME AFFAIRS, PROVINCIAL
COUNCILS AND LOCAL GOVERNMENT
SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION



Applied for

➤ **Personal Details**

01. Full Name :

02. Date of Birth : 03. ID No. :
DD MM YYYY

04. Permanent Address:

05. Official Address :

06. Date of appointment to the all island services:
DD MM YYYY

07. Current Designation:

08. e- mail address: 09. Contact No: Mobile
Residence

➤ **Educational Qualifications**

Degree	Graduated Year	Name of the University
01. Name of the basic Degree With field		
02. Master's Degree		
03. PHD		

➤ **Professional Qualification**

01.

02.

03.

04.

➤ **Other Qualifications relevant to the post**

01.

02.

I hereby declare that the above furnished information is correct to the best of my knowledge and bear the responsibility for the correctness. If any of above found false at any stage even after appointment to the post I agree with any type of disciplinary action against me by the authority.

Date

Applicant