

**VACANCIES**  
**MINISTRY OF LAW & ORDER AND SOUTHERN**  
**DEVELOPMENT**  
**NATIONAL DANGEROUS DRUGS CONTROL BOARD**

Applications are invited from citizens of Sri Lanka to fill the following vacancies in the National Dangerous Drugs Control Board. Applicants should be able to carry out the duties entrusted to the post efficiently and should be able to work any part of the Island and should have a perfect physical and mental fitness as well as an excellent character.

**Service Category – Senior Manager**

**Director General**

**Qualifications**

**External Candidates (Below 01 or 02)**

(1) A Degree in Sociology/ Psychology/ Mass Communication/ Management/ Social Work/ Accountancy/ Chemistry/ Commerce/ Law/ Statistics/ Information Technology which is recognized by the University Grants Commission.

With

Post Graduate Degree in the relevant field or Corporate Membership of a recognized professional Institution in Management.

And

At least 18 years experience in Managerial Level, out of which 03 years of experience should be at Senior Managerial Level with proven track record in a Corporation/ Statutory Board/ Institution or a reputed private institution after obtaining first degree.

Or

(2) A Bachelor degree in Sociology/ Psychology/ Mass Communication/ Management/ Social Work/ Law/ Commerce/ Chemistry/ Accountancy/ Information Technology/ Statistics, which is recognized by the University Grants Commission.

With

PhD which is recognized by the University Grants Commission.

And

At least 05 years experience at Senior Managerial Level in a Corporation/Statutory Board/Institution level in a Corporation/ Statutory Board or a reputed private institution after obtaining PhD, and possess an excellent service record.

## **Internal Candidates**

1. A minimum of five years satisfactory service in a post in the Senior Manager Category at the National Dangerous Drugs Control Board.

With

2. A proven ability to lead and direct multi-disciplinary teams. Experience in proper deployment and efficient management of human and other resources.

**Salary Code** - HM 2 - 1 - 2006

**Salary Scale** - Rs.91,645/- 12 x 2,700/- = 124,045/- Initial salary step for the year 2017 is Rs. 63,076/= In addition to the above salary Government approved other allowances will be paid. Officers from the Public Sector on seconded basis will be considered

**Age** – Should not be less than 35 years and not more than 55 years. The Upper age limit will not be applied to the Internal Candidates.

## **Service Category – Senior Manager**

### **Director - Administration**

#### **Qualifications**

#### **External Candidates (Below 01 or 02)**

1. A Degree in Management/ Commerce/ Human Resource Management/ Public Administration which is recognized by the University Grants Commission.

With

Post Graduate Degree qualifications (Masters') in the relevant field.

And

Minimum of 15 years' experience at a managerial level in a Corporation/Statutory Board/Institution or a reputed private Institution in the relevant field

### **Director - Finance**

#### **Qualifications**

#### **External Candidates (Below 01 or 02)**

1. A Degree in Finance/ Accountancy/ Commerce/ Public Administration which is recognized by the University Grants Commission.

Or

Full Membership of Institute of Chartered Accountants of Sri Lanka or Membership of Chartered Institute of Management Accountants (CIMA) or Membership of Association of Chartered Certified Accountants (ACCA)

With

Post Graduate Degree qualifications (Masters') in the relevant field.

And

Minimum of 15 years' experience at a managerial level in a Corporation/Statutory Board/Institution or a reputed private Institution in the relevant field

**2. Full Membership of Institute of Chartered Accountants of Sri Lanka**

And

Minimum of 15 years' experience at a managerial level in a Corporation/Statutory Board/Institution or a reputed private Institution in the relevant field

**Director - Treatment, Rehabilitation & Outreach**

A Degree in Sociology/ Psychology/ Criminology/ Commerce/ Social Work/ Management/ Law which is recognized by the University Grants Commission.

With

Post Graduate Degree qualifications (Masters') in the relevant field.

And

Minimum of 15 years' experience at a managerial level in a Corporation/Statutory Board/Institution or a reputed private Institution in the relevant field

**Director- Research**

A Degree in a Sociology/ Criminology/ Social Work/ Chemistry/ Statistics/ Information Technology which is recognized by the University Grants Commission.

With

Post Graduate Degree qualifications (Masters') in the relevant field.

And

Minimum of 15 years' experience at a managerial level in a Corporation/Statutory Board/Institution or a reputed private Institution in the relevant field

## **Director - Drug Preventive Education and Training**

A Degree in Social Sciences which is recognized by the University Grants Commission.

With

Post Graduate Degree qualifications (Masters') in the relevant field.

And

Minimum of 15 years' experience at a managerial level in a Corporation/Statutory Board/Institution or a reputed private Institution in the relevant field

### **Internal Candidates**

**Director – Administration, Director - Finance, Director - Treatment, Rehabilitation & Outreach, Director- Research, Director-Drug Preventive Education and Training (1 or 2 below)**

1. Having obtained the qualifications required by the external candidates above.

Or

2. Completion of minimum five (05) years satisfactory service in a post in the Manager Category Grade I, in the subject area relevant to the post.

### **Other Information about the post of Directors**

**Salary Code** - HM 1 - 1 - 2006

**Salary Scale** - Rs.80,295/- 15 x 2,270/- = 114,345/- Initial salary step for the year 2017 is Rs. 55,236/-. (in addition to the above salary Government approved other allowances will be paid)

**Age** – Should not be less than 35 years and not more than 55 years.

The Upper age limit will not be applied to the Internal Candidate

### **Application Procedure :**

A Curriculum Vitae should be sent to the **Chairman, National Dangerous Drugs Control Board, No. 383, Kotte Road, Rajagiriya** on or before **23.10.2017**. Only short listed candidates will be called for an interview. Your application must be prepared in "A4" paper using both-sides and with copies of certificates attached. State the post applied on left hand top corner of the envelope. Applicants who are employed in Government/ Corporations/ Statutory Boards should refer their applications through relevant Heads of Institutions/ Departments. Incomplete and delayed applications shall be rejected

**CHAIRMAN  
NATIONAL DANGEROUS DRUGS CONTROL BOARD  
NO. 383, KOTTE ROAD,  
RAJAGIRIYA.**

**TELEPHONE NO. 2868794-6  
FAX NO. 2868791-2**

