



## Prime Minister's Office

Applications are invited from the eligible candidates for following Posts 01. Information Officer 02. Web Writer 03. Media Investigation Assistant.

<b>Information Officer</b>	<b>01.Web Writer 02. Media Investigation Assistant</b>
<p><b>Salary Scale</b> : MN 4 -2016 Rs. 31,490 - 10x445 - 11x660 - 10x730 - 05x750 - 54,250/- (Salary will be paid according to the provisions of Public Administration Circular No: 03/2016)</p> <p><b>Nature of the Post</b> : Permanent</p> <p><b>Educational Qualifications</b> : Should possess a degree from a university recognized by the University Grants Commission of Sri Lanka</p> <p><b>Professional Qualifications</b> : Successful completion of Certificate courses relevant to the post by an Institute recognized by the Tertiary &amp; Vocational Education Commission</p> <p><b>Experience</b> : Should have at least 06 months or more experience in Computers &amp; Computer Character Combination, Video photography, Still photography or Mass media.</p> <p><b>Other</b> :</p> <ul style="list-style-type: none"><li>• Age limit should be between 21 – 35 years.</li><li>• Should be a citizen of Sri Lanka.</li><li>• Candidates should have excellent moral characters.</li><li>• All the candidates should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the Island</li></ul> <p style="text-align: right;"><a href="#">Scheme of Recruitment</a></p>	<p><b>Salary Scale</b> : MN 1-2016 Rs. 27,140 - 10x300 - 11x350 - 10x495 - 10x660 - 45,540 (Salary will be paid according to the provisions of Public Administration Circular No: 03/2016)</p> <p><b>Nature of the Post</b> : Permanent.</p> <p><b>Educational Qualifications</b> :</p> <p><b>(a)</b> Shall have passed G.C.E. (Ordinary Level) Examination in 06 subjects, and have obtained credit passes for Sinhala / Tamil / English, Mathematics &amp; 02 other subjects in one sitting.</p> <p style="text-align: center;">And</p> <p><b>(b)</b> Shall have passed at least 01 subject in G.C.E. (Advanced Level) (except the General paper).</p> <p><b>Professional Qualifications</b> : Considered as a special qualification</p> <p><b>Experience</b> : Should have 03 years experience in Computer Field or Electronic / Printed and Social Media monitoring.</p> <p><b>Other</b> :</p> <ul style="list-style-type: none"><li>• Age limit should be between 18 – 30 years.</li><li>• Should be a citizen of Sri Lanka.</li><li>• Candidates should have excellent moral characters.</li></ul> <p>All the candidates should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the Island</p> <p style="text-align: right;"><a href="#">Scheme of Recruitment</a></p>

Applications stating full particulars of qualifications, experience and other relevant information with the certified copies of certificates, should be sent under Registered cover indicating the respective post on the top left hand corner of the envelop to reach "Secretary to the Prime Minister, Prime Minister's Office, 58, Sir Ernest de Silva Mawatha, Colombo 07 or by email [info@pmoffice.gov.lk](mailto:info@pmoffice.gov.lk) on or before 27.03.2017

Applicants employed in Government Departments / State owned Enterprises should send their applications through the Head of their respective Organizations.

**E M S B Ekanayake**  
Secretary to the Prime Minister  
Prime Minister's Office  
58, Sir Ernest de Silva Mawatha, Colombo 07  
2017.03.17