



National Institute of Fundamental Studies



Applications are invited by the National Institute of Fundamental Studies from qualified candidates for the following vacancies.

- 1. Research Fellow**
- 2. Coordinator**
- 3. Administrative Officer - Gr. II**
- 4. Technical Officer - Gr. III**
- 5. Driver - Gr. III**
- 6. Management Assistant**

1. Research Fellow

Qualifications :

i. A Degree from a recognized institution with specialization in Physical Sciences/Life Sciences/Chemistry/Physics with First class or Second class (Upper Division) Honours.

OR

A Degree from a recognized institution with specialization in Physical Sciences/Life Sciences/Chemistry/Physics with Second Class (Lower Division) Honours with at least one year postgraduate research experience.

OR

A Degree from a recognized institution with specialization in Physical Sciences/Life Sciences/Chemistry/Physics or a B.Sc. Degree with at least Second Class Honours with a minimum of two years postgraduate research experience.

AND

ii. A PhD Degree from a recognized institution in Physical Sciences/Life Sciences/Chemistry/Physics.

OR

A Master's Degree (M Phil.) and two years research experience after obtaining the M Phil degree and obtaining a minimum of 50 marks according to the marking scheme of the NIFS.

Preference will be given to those who have postgraduate qualifications in following fields:

- a) Condensed Matter Physics
- b) Plant Taxonomy and Conservation
- c) Natural Products
- d) Microbial Biotechnology

Age : Should not be more than 60 years.

Remuneration :

Employment will be on permanent basis: The Salary scale and code will be as follows :

U-AC 3 - II-2016A – Rs. 79,360 – 11x1,630 = 97,290/- + Research Allowance + Academic Allowance + Government Allowance

2. Coordinator

Qualifications :

i. A Bachelor's Degree (B.Sc.) in science from a university recognized by U.G.C. and a post graduate (Master's) degree in the relevant field.

ii. 15 years' experience after obtaining 1st degree in the field of programme coordination at managerial level in a government department, corporation, board or reputed mercantile establishment.

iii. Experience in organizing International and national conferences will be an added qualification.

Age : Should be not less than 35 years and not more than 45 years.

Remuneration :

Employment will be on permanent basis: The Salary scale and code will be as follows :

HM 1-1-2016A – Rs. 81,670 – 15x2,270 = 115,720/- + Government Allowance

3. Administrative Officer

Qualifications :

Bachelor's Degree from a recognized university **WITH** a minimum of one (01) year post qualifying experience in administration in a Government Department/Corporation/ Board or in a Reputed Mercantile Establishment.

Age : Should be not less than 18 years and not more than 45 years.

Remuneration :

Employment will be on permanent basis : The Salary scale and code will be as follows :

JM 1-1 – 2016 - Rs. 42,600 – 10 x 755 – 18 x 1,135 = 70,580/- + Government Allowance

4. Technical Officer - Gr.III

Qualifications :

Three passes in GCE (A/L) science stream and Two Years Diploma in Computer Science/ Computer Engineering / ICT not below the N.V.Q. Level 5 from a recognized institution with GCE (O/L) in six subjects in one sitting with 04 credits including Mathematics and Language (Sinhala/Tamil/English).

Special preference will be given to those who have experience in maintenance of ICT equipment and network administration.

Age : Should be not less than 18 years and not more than 45 years.

Remuneration :

Employment will be on permanent basis: The Salary scale and code will be as follows :

MA 2-1-2016 - Rs. 30,310 - 10x300 - 7x350 - 4x495 - 20x660 = 50,940/- + Government Allowance

5. Driver

Qualifications :

G.C.E.(O/L) Examination in two subjects in one sitting including Sinhala/Tamil/English and Mathematics.

AND

A valid License to drive heavy vehicles and a minimum of five years' experience in driving heavy vehicles at a reputed establishment.

Age : Should be not less than 18 years and not more than 45 years.

Remuneration :

Employment will be on permanent basis. The Salary scale & code will be as follows:

PL 3 – 2016 - Rs. 26,290 - 10x270 - 10x300 - 10x330 - 12x350 = 39,490/- + Government Allowance

6. Management Assistant (Contract Basis)

Qualifications :

Three passes in GCE (A/L) in one sitting and GCE (O/L) with six subjects in one sitting with four credit passes including Sinhala/Tamil, English and Mathematics.

Note : a) Knowledge in computer applications (eg. word processing, spreadsheet, presentations and stenography) will be a distinct advantage.

b) Knowledge in word processing in Sinhala and Tamil will be a distinct advantage.

Age : Should be not less than 18 years and not more than 45 years.

Remuneration :

Employment will be on contract basis.

Salary Point – 27,910/- + Cost of Living Allowance

Employees will contribute 10% of their salary to the NIFS Staff Provident Fund, while the Institute will contribute 15%. In addition, the Institute will contribute 3% of the salary to the ETF.

Applicants should send detailed curriculum vitae with the names and addresses of two non-related referees together with copies of certificates in support of age and qualifications within 21 days from the date of this advertisement.

Applicants should mention the relevant post applied for on the left-hand corner of the envelope.

Applications should be sent through registered post to the following address :

The Secretary
National Institute of Fundamental Studies
Hantana Road, Kandy.
Tel : 081-2232002
Fax : 081- 2232131
Dead Line : 21.01.2024