



**Vacancies**  
**Disaster Management Centre**

Applications are invited from eligible Sri Lankan citizens to fill the following vacancies in the Disaster Management Centre.

**01. Assistant Director (Mitigation) – MM 1-1 - 01 Post**

**a. Qualifications for the recruitment of external candidates:**

**(1) Educational Qualifications:**

Having a Degree in Civil Engineering or Geo Engineering/Geology (Special) Special Degree in Physics recognized by the University Grants Commission,

or

Having a Degree in Civil Engineering or Geo Engineering/Geology (Special) recognized by the University Grants Commission or General Degree in Physics recognized by the University Grants Commission along with a Post Graduate Degree in the relevant field recognized by the University Grants Commission.

**(2) Experience :**

Should have 03 years of experience in a field of subject pertaining to the Post after obtaining the above education qualifications.

**b. Qualifications for the recruitment of internal candidates:**

Having completed five (05) years of satisfactory service in a post in the relevant field of Grade I in the Junior Management Service Category (JM 1-1) at the Disaster Management Center.

**c. Duties assigned to the Post :**

- (1) Preparing of results-based project reports related to the five components of disaster risk mitigation for the disaster mitigation service delivery programmes.
- (2) Maintaining the information and information systems under specific components related to thematic areas.
- (3) Actively contribute as a resource person in capacity building programmes towards internal and external parties.
- (4) Collaborate with the District Assistant Directors for the formulation of disaster risk mitigation programmes and plans.
- (5) Preparing the disaster mitigation project proposals and assisting the preparation of annual budget

**d. Salary Scale :**

The salary related to the post will be paid as per Management Services Circular No. 2/2016.

MM 1-1 - 2016- Rs.53,175-10x1375-15x1910- 95,575.00. The cost of living allowance and other allowances provided by the Government from time to time will also be paid.

**e. Age :**

Should not be less than 22 years and not more than 45 years. The upper age limit stated herein is not applicable for the internal applicants.

**02. Assistant Director (Research and Development) – MM 1-1 - 01 Post**

**a. Qualifications for the recruitment of external candidates:**

**Educational Qualifications:**

Having a Degree in the field of Agricultural Science or Geography or Geology or Civil Engineering or Communication Engineering or Information Technology Science or Social Science or Natural Science recognized by the University Grants Commission,

and

Should have studied Geo Information Science (GIS) and Remote Sensing as a subject along with any of the above degree programmes. Or having three years experience with one year experience in the field of Geo Information Science (GIS) and Remote Sensing along with any of the above degree programmes.

**b. Qualifications for the recruitment of internal candidates:**

Having completed five (05) years of satisfactory service in a post in the relevant field of Grade I in the Junior Management Service Category (JM 1-1) at the Disaster Management Center.

**c. Duties assigned to the Post:**

- (1) Conducting research activities relating to disaster management.
- (2) Launching of national level programmes relating to disaster management.
- (3) Maintaining a national level data bank and information network relating to disaster management.
- (4) Conducting research activities relating to disaster risk and prone areas.
- (5) Utilization of Remote Sensing and Geo Information System technology for the disaster management.
- (6) Liaisoning with international organizations in order to use satellite technology for the disaster management.

**d. Salary Scale:**

The salary related to the post will be paid as per Management Services Circular No. 2/2016.

MM 1-1 - 2016- Rs.53,175-10x1375-15x1910- 95,575.00. The cost of living allowance and other allowances provided by the Government from time to time will also be paid.

**e. Age :**

Should not be less than 22 years and not more than 45 years. The upper age limit stated herein is not applicable for the internal applicants.

**03. Assistant Director (Preparedness) – MM 1-1 - 01 Post**

**a. Qualifications for the recruitment of external candidates:**

**(1) Educational Qualifications:**

Special Degree or General Degree in Science or Commerce or Arts streams recognized by the University Grants Commission.

**(2) Experience :**

Should have 03 years of experience in a field of subject pertaining to the Post after obtaining the above education qualifications.

**b. Qualifications for the recruitment of internal candidates:**

Having completed five (05) years of satisfactory service in a post in the relevant field of Grade I in the Junior Management Service Category (JM 1-1) at the Disaster Management Center.

**c. Duties assigned to the Post:**

- (1) Preparing of disaster specific response plans (cyclone, drought, flood, landslide).
- (2) Identifying the areas prone to various disasters, and plan preparedness activities.
- (3) Preparing of disaster intensive contingency plans.
  - i. National Plans on oil leakage.
  - ii. National Plans for industrial and chemical disasters.
  - iii. National Emergency Management Plans for the radiological and nuclear hazards.
  - iv. Hazards associated with reservoirs and dams.
  - v. Forest and Urban Fire Management Plans for the identified areas.
- (4) Implementing the school disaster safety programmes.
- (5) Establishing the hospital emergency preparedness planning programmes.
- (6) Preparing of budget plans, annual budget reports, annual work plans and progress reports.
- (7) Developing and strengthening the emergency response capacities at the provincial, municipal, and urban council levels.
- (8) Establishing and strengthening all disaster management mechanism at the secondary and national levels by preparing and updating the disaster preparedness plans.
- (9) Establishment of Disaster Management Committees and sub-committees.
- (10) Developing data sources, disaster mapping and conducting rehearsals for all community-based disaster management activities.

**d. Salary Scale:**

The salary related to the post will be paid as per Management Services Circular No. 2/2016.

MM 1-1 - 2016- Rs.53,175-10x1375-15x1910- 95,575.00. The cost of living allowance and other allowances provided by the Government from time to time will also be paid.

**e. Age :**

Should not be less than 22 years and not more than 45 years. The upper age limit stated herein is not applicable for the internal applicants.

**04. Remote Sensing/Geo Information Systems Analyst - JM 1-1 - 01 Post**

**a. Qualifications for the recruitment of external candidates:**

**Educational Qualifications:**

Having a Bachelor of Surveying Science or Geology recognized by the University Grants Commission.

**b. Qualifications for the recruitment of internal candidates:**

Having fulfilled the qualifications required for the above mentioned external applicant,

or

Having completed not less than five (05) years of satisfactory service in a post in the relevant field of Grade II in the Management Assistant (Technical) Service Category (MA 2-1) at the Disaster Management Center.

**c. Duties assigned to the Post:**

- (1) Providing necessary technical support to the Management for the disaster risk analysis.
- (2) Preparing the post-disaster maps by analyzing of satellite images.
- (3) Data collection and data analysis through field inspections for risk analysis.
- (4) Preparing and printing of all maps relating to the disaster management.

**d. Salary Scale:**

The salary related to the post will be paid as per Management Services Circular No. 2/2016.

JM 1-1 - 2016- Rs.42,600-10x755-18x1135- 70,580.00. The cost of living allowance and other allowances provided by the Government from time to time will also be paid.

**e. Age :**

Should not be less than 22 years and not more than 45 years. The upper age limit stated herein is not applicable for the internal applicants.

**05. Data Base Analyst - JM 1-1 - 01 Post**

**a. Qualifications for the recruitment of external candidates:**

**Educational Qualifications:**

Having a Bachelor of Science in Computer Science or General Degree in Bachelor of Science with Computer Science as a subject recognized by the University Grants Commission,

or

Having obtained a Proficiency Certificate in Computer Science not less than Level Seven (07) of the National Vocational Qualification (NVQ) issued by a technical/vocational training institution recognized by the Tertiary and Vocational Education Commission,

or

Having obtained a Proficiency Certificate in Computer Science not less than Level Six (06) of the National Vocational Qualification (NVQ) issued by a technical/vocational training institution recognized by the Tertiary and Vocational Education Commission and after obtaining such qualification, having at least five (05) years of experience in the relevant field working in a Government, State Corporation, Board or Statutory Body,

or

Having obtained a Proficiency Certificate in Computer Science not less than Level Five (05) of the National Vocational Qualification (NVQ) issued by a technical/vocational training institution recognized by the Tertiary and Vocational Education Commission and after obtaining such qualification, having at least ten (10) years of experience in the relevant field working in a Government, State Corporation, Board or Statutory Body.

**b. Qualifications for the recruitment of internal candidates:**

Having fulfilled the qualifications required for the above mentioned external applicants,

or

Having completed not less than five (05) years of satisfactory service in a post in the relevant field of Grade II in the of Management Assistant (Technical) Service Category (MA 2-1) at the Disaster Management Center.

**c. Duties assigned to the Post:**

- (1) Providing necessary technical support to the Management for the disaster risk analysis.
- (2) Updating the Post-disaster damage data system and data analysis.
- (3) Managing and analyzing of geo information system related information for the disaster management.
- (4) Uploading the disaster related information to the internet.
- (5) Database Programming, management of networked geo information systems.

**d. Salary Scale:**

The salary related to the post will be paid as per Management Services Circular No. 2/2016.

JM 1-1 - 2016- Rs.42,600-10x755-18x1135- 70,580.00. The cost of living allowance and other allowances provided by the Government from time to time will also be paid.

**e. Age :**

Should not be less than 22 years and not more than 45 years. The upper age limit stated herein is not applicable for the internal applicants.

**06. Network Administrator - JM 1-1 - 01 Post**

**a. Qualifications for the recruitment of external candidates:**

**Educational Qualifications:**

Having a Degree in Computer Networking or Information Technology recognized by University Grants Commission,

or

Having obtained a Proficiency Certificate in Computer Networking not less than Level Seven (07) of the National Vocational Qualification (NVQ) issued by a technical/vocational training institution recognized by the Tertiary and Vocational Education Commission,

or

Having obtained a Proficiency Certificate in Computer Networking not less than Level Six (06) of the National Vocational Qualification (NVQ) issued by a technical/vocational training institution recognized by the Tertiary and Vocational Education Commission and after obtaining such qualification, having at least five (05) years of experience in the relevant field working in a Government, State Corporation, Board or Statutory Body,

or

Having obtained a Proficiency Certificate in Computer Networking not less than Level Five (05) of the National Vocational Qualification (NVQ) issued by a technical/vocational training institution recognized by the Tertiary and Vocational Education Commission and after obtaining such qualification, having at least ten (10) years of experience in the relevant field working in a Government, State Corporation, Board or Statutory Body.

**b. Qualifications for the recruitment of Internal candidates:**

Having fulfilled the qualifications required for the above mentioned external applicants,

or

Having completed not less than five (05) years of satisfactory service in a post in the relevant field of Grade II in the Management Assistant (Technical) Service Category (MA 2-1) at the Disaster Management Center

**c. Duties assigned to the Post:**

- (1) Maintaining the network systems required for the operations in the Disaster Management Center, performing and updating the maintenance works.
- (2) Providing the necessary networking facilities for the 24-hour Emergency Operation Centre.
- (3) Providing and maintaining of network facilities required for the 24-hour National Emergency Call Center (117).
- (4) Maintaining and updating of Database Systems required to store all information in the Disaster Management Center.
- (5) Ensuring the continuity of internet facilities at the Disaster Management Center and District Units.
- (6) Continuity and stabilization of all server systems installed at the Networking Room in the Disaster Management Center.
- (7) Upkeeping, maintenance and updating of the networked system installed between the Disaster Management Center and the District Units.

**d. Salary Scale:**

The salary related to the post will be paid as per Management Services Circular No. 2/2016.

JM 1-1 - 2016- Rs.42,600-10x755-18x1135- 70,580.00. The cost of living allowance and other allowances provided by the Government from time to time will also be paid.

**e. Age :**

Should not be less than 22 years and not more than 45 years. The upper age limit stated herein is not applicable for the internal applicants.

**07. Nature of Appointment:**

- a. Permanent post, entitled to the Employees' Provident Fund and Employers' Trust Fund.
- b. If selected from among the external applicants, they will be appointed subject to a probationary period of three (03) years.
- c. If selected from the internal applicants, they will be appointed subject to acting period of one year.

**08. Other Requirements:**

**Every applicant;**

- a. Should be a citizen of Sri Lanka.
- b. Should be physically and mentally fit to perform the duties assigned to the post and serve in any part of the Island whenever needed.
- c. Should possess an excellent moral character.

## 09. Method of sending applications:

The application is published on the website [www.dmc.gov.lk](http://www.dmc.gov.lk) , and the applications prepared accordingly should be sent by registered post to the address “Director General, Disaster Management Centre, No. 120/2, Vidya Mawatha, Colombo 07” on or before 08.04.2024. In the application form, The applicant should clearly state whether he/she is an "external applicant" or "internal applicant". The Applicant must clearly write "The Post applying for" on the top left corner of the envelope in which the application is sent.

It is not possible to apply as an external applicant while applying as an internal applicant.

It is **mandatory** to send a copy of the applicant's birth certificate, a copy of the National Identity Card, and copies of all educational certificates, professional certificates, service certificates along with the application. The Disaster Management Center is not responsible for applications that are lost or delayed in the post.

Applicants who are already in the public service, provincial public service, or public sector should send their applications through their respective head of the institution and the applications that are not sent the such manner and, **applications received at the Disaster Management Centre after the last date of acceptance of applications will be rejected.**

**N.B.:**

This advertisement is also published on the website [www.dmc.gov.lk](http://www.dmc.gov.lk) .

Director General  
Disaster Management Centre