



# Ministry of Justice and National Integration

## National Authority for the Protection of Victims of Crime and Witnesses



### POST-VACANT

APPLICATIONS are invited from the eligible Sri Lankan citizens in accordance with the approved Scheme of Recruitment, for the following positions at the National Authority for the Protection of Victims of Crime and Witnesses, which has been established under the Assistance to and Protection of Victims of Crime and Witnesses Act No. 10 of 2023.

#### 1. DIRECTOR GENERAL (CONTRACT BASIS) HM 2-3 (01 POST)

##### Salary Scale

HM 2-3: Rs. 173,000 – 12 x 4,850 – Rs. 231,200

##### Basic Salary Step

As at 01.01.2025: Rs. 127,651.00

As at 01.01.2026: Rs. 150,325.00

As at 01.01.2027: Rs. 173,000.00

(As per the Schedule of the Management Services Circular No. 01/2025, applicable for the period 01.01.2025 – 31.12.2025)

##### Qualifications and Experience

Shall have obtained a Bachelor's Degree in the field of Law, Administration, or Criminology recognized by the University Grants Commission;

OR

Be an Attorney-at-Law of the Supreme Court of Sri Lanka;

WITH

A Postgraduate Degree in a relevant subject field;

AND

Shall have a minimum of fifteen (15) years of experience in a Managerial Level position in a Government, State Corporation, Statutory Board, or a relevant Non-Governmental Organization or recognized Private Institution, after obtaining the degree qualification.

(Out of the total experience, at least five (05) years shall be at a position of Senior Managerial Level [HM Category]).

##### Age Limit

Shall be not less than 35 years and not more than 55 years of age.

#### 2. DIRECTOR (PROTECTION) HM 1-3 (01 POST)

##### Salary Scale

HM 1-3: Rs. 152,500 – 15x4,100 - Rs. - 214,000

##### Basic Salary Step

As at 01.01.2025 : Rs. 113,556.00

As at 01.01.2026 : Rs. 133,028.00

As at 01.01.2027 : Rs. 152,500.00

(As per the Schedule of the Management Services Circular No. 01/2025, applicable for the period 01.01.2025 - 31.12.2025)

##### Qualifications and Experience

###### ● External Applicants

Shall have obtained a Bachelor's Special Degree in the field of Law, Criminology, or Sociology, recognized by the University Grants Commission;

WITH

A Postgraduate Degree in the subject field relevant to the post, recognized by the University Grants Commission;

AND

Have a minimum of fifteen (15) years of experience in "Executive or Middle Managerial Level" positions related to the subject field, in a Government, State Corporation, Statutory Board, or a relevant Non-Governmental Organization or recognized Private Institution, after obtaining the degree qualification.

OR

Shall have obtained a Bachelor's Degree recognized by the University Grants Commission;

AND

Shall be a Police Officer holding a post not below the rank of Senior Superintendent of Police (SSP) in the Police Service of Sri Lanka.

###### ● Internal Applicants

Shall have fulfilled the qualifications stipulated for External Applicants;

OR

A minimum of five (05) years of satisfactory service in a post under "Managerial Service (MM) Category - Grade I", in the subject area relevant to the post.

##### Age Limit

Shall be not less than thirty-five (35) years and not more than fifty-five (55) years of age. The upper age limit shall not apply to internal applicants.

#### 3. SECRETARY TO THE BOARD OF MANAGEMENT MM 1-3 (01 POST)

##### Salary Scale

MM 1-3: Rs. 96,650 – 10 x 2,480 – 15 x 3,450 – Rs. 173,200

##### Basic Salary Step

As at 01.01.2025: Rs. 75,143.00

As at 01.01.2026: Rs. 85,896.00

As at 01.01.2027: Rs. 96,650.00

(As per the Schedule of the Management Services Circular No. 01/2025, applicable for the period 01.01.2025 - 31.12.2025)

##### Qualifications and Experience

###### ● External Applicants

Shall have obtained a Bachelor's Degree in Law recognized by the University Grants Commission;

AND

Shall possess a minimum of three (03) years of professional experience as an Attorney-at-Law of the Supreme Court of Sri Lanka.

###### ● Internal Applicants

Shall have fulfilled the qualifications stipulated for External Applicants;

OR

A minimum of five (05) years of satisfactory service in a post under "Junior Management (JM) Category", in the subject area relevant to the post.

##### Age Limit

Shall be not less than twenty-two (22) years and not more than forty-five (45) years of age. The upper age limit shall not apply to internal applicants.

#### 4. ASSISTANCE DIRECTOR (PROTECTION) MM 1-3 (01 POST)

##### Salary Scale

MM 1-3: Rs. 96,650 - 10 x 2,480 - 15 x 3,450 - Rs. 173,200

##### Basic Salary Step

As at 01.01.2025: Rs. 75,143.00

As at 01.01.2026: Rs. 85,896.00

As at 01.01.2027: Rs. 96,650.00

(As per the Schedule of the Management Services Circular No. 01/2025, applicable for the period 01.01.2025 - 31.12.2025)

##### Qualifications and Experience

###### ● External Applicants

Shall have obtained a Degree in Law, Criminology, Psychology, Sociology or any other subject area relevant to the post, recognized by the University Grants Commission;

AND

Shall possess a minimum of one (01) year of professional experience in the relevant field after obtaining the degree qualification.

###### ● Internal Applicants

Shall have fulfilled the qualifications stipulated for External Applicants.

##### Age Limit

Shall be not less than twenty-two (22) years and not more than forty-five (45) years of age. The upper age limit shall not apply to internal applicants.

#### 5. PROTECTION OFFICER MA 4 (03 POSTS)

##### Salary Scale

MA 4: Rs. 64,320 - 10 x 1,360 - 15 x 1,670 - 5 x 2,040 - Rs. 113,170

##### Basic Salary Step

As at 01.01.2025: Rs. 52,875.00

As at 01.01.2026: Rs. 58,598.00

As at 01.01.2027: Rs. 64,320.00

(As per the Schedule of the Management Services Circular No. 01/2025, applicable for the period 01.01.2025 - 31.12.2025)

##### Qualifications and Experience

###### ● External Applicants

Shall have obtained a Degree with Law, Criminology or Psychology as a subject, recognized by the University Grants Commission;

OR

Shall be a Police Officer holding a post not below the rank of Inspector of Police (IP) in the Police Service of Sri Lanka.

###### ● Internal Applicants

Shall have fulfilled the qualifications stipulated for External Applicants;

OR

A minimum of eight (08) years of satisfactory service in a post under "Managerial Assistant – Non Technical (MA1) Category".

##### Age Limit

Shall be not less than twenty-two (22) years and not more than forty-five (45) years of age. The upper age limit shall not apply to internal applicants.

#### 6. INVESTIGATION OFFICER MA 4 (01 POST)

##### Salary Scale

MA 4: Rs. 64,320 - 10 x 1,360 - 15 x 1,670 - 5 x 2,040 - Rs. 113,170

##### Basic Salary Step

As at 01.01.2025: Rs. 52,875.00

As at 01.01.2026: Rs. 58,598.00

As at 01.01.2027: Rs. 64,320.00

(As per the Schedule of the Management Services Circular No. 01/2025, applicable for the period 01.01.2025 – 31.12.2025)

##### Qualifications and Experience

###### ● External Applicants

Shall have obtained a Bachelor's Degree in Law, or a Degree with Law or Criminology as a subject, recognized by the University Grants Commission;

OR

Shall be a Police Officer holding a post not below the rank of Inspector of Police in the Police Service of Sri Lanka.

###### ● Internal Applicants

Shall have fulfilled the qualifications stipulated for External Applicants;

OR

A minimum of eight (08) years of satisfactory service in a post under "Managerial Assistant - Non Technical (MA1) Category".

##### Age Limit

Shall be not less than twenty-two (22) years and not more than forty-five (45) years of age. The upper age limit shall not apply to internal applicants.

#### 7. MANAGERIAL ASSISTANT MA 1-1 (01 POST)

##### Salary Scale

MA 1-1: Rs. 46,220 - 10 x 540 - 7 x 630 - 4 x 890 - 20 x 1,190 - Rs. 83,390

##### Basic Salary Step

As at 01.01.2025: Rs. 40,403.00

As at 01.01.2026: Rs. 43,312.00

As at 01.01.2027: Rs. 46,220.00

(As per the Schedule of the Management Services Circular No. 01/2025, applicable for the period 01.01.2025 – 31.12.2025)

##### Qualifications and Experience

###### ● External Applicants

- (a) Shall have passed the G.C.E. (Ordinary Level) examination in six (06) subjects at one sitting, with Credit Passes in four (04) subjects including,
1. Sinhala/Tamil
  2. Mathematics
  3. English;
- (b) Shall have passed the G.C.E. (Advanced Level) examination in at least three (03) subjects (excluding Common General Test).

###### ● Internal Applicants

- (a) Employees in the Unskilled, Semi-Skilled, and Skilled service categories under the Primary Grade, who have fulfilled the qualifications specified in sections (b), (c), and (e) below, are eligible to apply for this post;
- (b) Shall have passed the G.C.E. (Ordinary Level) examination in six (06) subjects at one sitting, with Credit Passes in four (04) subjects including,
1. Sinhala/Tamil
  2. Mathematics
  3. English;
- AND
- Shall have successfully completed a Computer Word Processing Course or a Type Writing Course recognized by Tertiary and Vocational Education Commission;
- (c) Shall hold a permanent position in the service and further shall be confirmed in the appointments'
- (d) Shall have completed at least five years of continuous and satisfactory service in a permanent position immediately preceding the prescribed date.

##### Age Limit

Shall be not less than eighteen (18) years and not more than forty-five (45) years of age. The upper age limit shall not apply to internal applicants.

##### Benefits

1. Cost of Living Allowance
  2. The Authority will contribute 12 % to the Employees' Provident Fund (EPF) and 3 % to the Employees' Trust Fund (ETF)
  3. A monthly Professional Allowance of Rs.25,000.00 will be paid for the aforementioned 1st, 2nd, 3rd and 4th positions
  4. A monthly Telephone Allowance will be paid for the aforementioned 1st, 2nd, 3rd and 4th positions
  5. The Fuel Allowance and an official vehicle or a monthly Transport Allowance of Rs.50,000.00 will be provided for the aforementioned 1st and 2nd positions
- Shall have fulfilled the above qualifications as at the closing date for the receipt of applications, which is 18th August, 2025

##### General Conditions

###### 01. Every Applicant,

I. Shall be a citizen of Sri Lanka

II. Shall be physically and mentally fit to perform duties of the post and to serve in any part of Sri Lanka

III. Shall possess an excellent character

02. Photocopies of certificates confirming the above-mentioned qualifications, and experience relevant to the post must be attached to the application.

03. You shall contribute 8 % to the Employees' Provident Fund (EPF).

04. Any form of undue influence or inquiries made by applicants will be considered a ground for the rejection of the applications.

05. All applications received after the closing date and those submitted without copies of the required certificates will be rejected without prior notice.

Duly prepared Curriculum Vitae, including educational and professional qualifications along with all other required information, shall be sent together with copies of all relevant certificates by registered post on or before **18th August, 2025** to the **Chairman, National Authority for the Protection of Victims of Crime and Witnesses, 428/11 A, First Floor, Denzil Kobbekaduwa Mawatha, Battaramulla.**

The post applied for should be clearly indicated on the top left corner of the envelope.

##### Chairman,

**National Authority for the Protection of Victims of Crime and Witnesses,  
428/11 A, First Floor,  
Denzil Kobbekaduwa Mawatha,  
Battaramulla.**

**T.P. No: 011 287 9539**

Date: 27.07.2025