



Parliament of Sri Lanka Vacancies

Applications are invited from the citizens of Sri Lanka who are physically sound and of excellent moral character for the post of **Assistant Research Officer** on the staff of Secretary-General of Parliament.

Applications prepared in accordance with the specimen given below should be sent **only under registered post** along with the copies of certificates of educational/professional, and service experience, to reach the "**Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte**" on or before **08.06.2026** indicating the post applied for, on the top left-hand corner of the envelope. (This information is found on the website: www.parliament.lk)

1. Post of Assistant Research Officer (No. of Vacancies - 01)

1.1 Nature of the Job

- Collect data, information and maintain database for research.
- Prepare background notes to the bills presented to the Parliament.
- Prepare fact sheets and statistical extracts for research purposes.
- Assist the Research Officers to conduct desk research.
- Study different research documents and extract relevant information for research purposes.
- Assist the Research Officers to preparation of research papers for national and international forums, journals, magazine and newspapers.

1.2 Salary Scale

According to the Schedule I of the Management Services Circular 04/2025 dated 25.03.2025, the monthly salary scale for this post is Rs. 69,370- 12x1,360- 85,690/- (On this salary scale, the minimum initial gross monthly remuneration together with all the allowances will be approximately Rs. 115,000/=).

1.3 Age Limit

Not less than 21 years and not more than 35 years of age as at the closing date for applications. (The upper age limit shall not apply to those who are already confirmed in Public/ Provincial Public Service).

1.4 Qualifications

- 1.4.1 **Educational:** A Special degree in any of the subjects of Economics, Sociology, Political Science, Law, Management / Statistics offered by a University recognized by the University Grants Commission (UGC).

and

Having passed the G.C.E.(O/L) examination in six (06) subjects including credit passes for Sinhala/Tamil, English and Mathematics not more than in two sittings.

- 1.4.2 **Experience:** Three (03) years of post-qualifying research experience in a Government / recognized institution.

1.5 Method of Recruitment

On the merit of a written test and a structured interview.

1.6 Evaluation Procedure

- 1.6.1. **Written Test:** The written test evaluates the applicants' knowledge and understanding of the duties and responsibilities of the job. The maximum attainable score for the test will be hundred (100) marks.
- 1.6.2. **Interview:** The qualifications of the applicants are evaluated by an interview board appointed by the Secretary-General of Parliament.
- 1.6.3. Applicants are invited for the interview based on the marks obtained at the Written Test. At the interview, marks will be given considering the following criteria. The maximum attainable score for the interview will be hundred (100) marks.

	Criteria
i.	Additional Educational and Professional Qualifications
ii.	Work Experience
iii.	Work Performance (Research Papers)
iv.	Communication Skills and Language Competence
v.	Performance at the Interview

2. Terms and Conditions of Services

- 2.1 This post is permanent and pensionable. Pension entitlement pertaining to this post will be determined according to policy decisions taken by the Government in future. Appointment will be made initially subject to a three-year (03) probation period. If a person who has been confirmed in a permanent, pensionable post in Government/Provincial Public Service is selected, he/she will be appointed subject to an acting period of one year.
- 2.2. The number of appointments to be made and the effective date of the appointments will be determined by the Secretary-General of Parliament. The Secretary-General of Parliament also retains the authority to decide not to fill any or all of the vacancies.
- 2.3 Selected candidates shall abide by the Financial and Departmental Regulations applicable to the staff of the Secretary-General of Parliament.
- 2.4 Selected candidates should contribute to Widows' and Orphans' /Widowers' and Orphans' Pension Fund from his/her salary with a percentage specified by the Government.
- 2.5 Selected candidates will be subject to a medical examination.
- 2.6 A Security Clearance Report in respect of the selected candidate will be obtained prior to his/her appointment.

3. Applicants should attach the copies of the following certificates (**not originals**) to their applications and original certificates should be produced, only when called upon to do so;
 - a. Birth Certificate.
 - b. Certificates of Educational Qualifications.
 - c. Certificates of Professional Qualifications.
 - d. Certificates of Experience.
4. Applicants serving in the Public/Provincial Public Service should send their applications through relevant Heads of Departments/Institutions.
5. Canvassing in any form will be a disqualification for this post.
6. Any information in the application found to be incorrect disclosed before selection will render the applicant liable for disqualification, and to dismissal, if discovered after appointment.
7. Applications received after the closing date or sent without copies of the above mentioned certificates or not sent through Heads of Departments/ Institutions (If currently serving in the Public/Provincial Public Service) will be rejected. Applications sent through Heads of Departments/Institutions but received after the closing date, and applications not prepared in accordance with the specimen form will also be rejected.
8. In the event of any inconsistency between Sinhala, Tamil and English versions of this Gazette Notification, the Sinhala text shall prevail.

Hansa Abeyrathne
Actg. Secretary-General of Parliament

Parliament of Sri Lanka.
Sri Jayewardenepura Kotte.
15 May 2026



PARLIAMENT OF SRI LANKA

Specimen Application Form
Post of Assistant Research Officer

01. (a) Name with initials (in Sinhala/Tamil):.....
.....
(b) Names denoted by initials (in Sinhala/Tamil) :
.....
(c) Full Name (in block Capitals): Mr./Mrs./ Miss
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02. National Identity Card No.

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03. (a) i). Private Address:
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ii). Telephone No:

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iii). Whatsapp No:

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iv). E-mail address:

- (b) i). Official Address:
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ii). Official Telephone No:

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(c) Please indicate the address the admission to be posted
Private Office

04. (a) Date of birth:(A copy of the birth certificate should be attached)
(b) Age as at closing date for applications: Years: Months: Days:

05. Civil Status: (Married/ Unmarried)

06. Gender: (Male/ Female)

07. State whether a citizen of Sri Lanka: (Yes/ No)

08. Educational Qualifications: (Copies of the certificates should be attached)

(a) G. C. E. (O/L)		
Subjects	Pass	Year
Sinhala/Tamil		
English		
Mathematics		

(b) G. C. E. (A/L)		
Subjects	Pass	Year

(c) *Details of the Degree*

- i). *Effective date of the Degree* :
- ii). *University / Institution* :
- iii). *Name of the Degree* :
- iv). *Subjects* :

09. *Professional/ Vocational Qualifications (Copies of the certificates should be attached)*

<i>Course</i>	<i>Institution</i>	<i>Duration</i>	<i>Effective Date</i>

10. *Experience (Copies of the certificates should be attached)*

<i>Institution</i>	<i>Post</i>	<i>Period of Service</i>

11. *Other Qualifications (copies of the certificates should be attached):*

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12. *Details of Present Employment: (copies of the relevant documents should be attached):*

- (a) *Name and Address of the Institution:*
- (b) *Date of First Appointment:*
- (c) *Present Post:*
- (d) *Monthly basic Salary:*
- (e) *Allowances:*
- (f) *Gross Salary:*

13. *Have you been convicted for a criminal offence by a Court of Law? (Yes/ No)*

If yes, give details:

14. *Have you served under the Government before?. (Yes/ No)*

If yes, give details:

I do hereby certify that the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.

Date:

.....
Signature of the Applicant

Recommendation of Head of Department/Institution

(Only for applicants serving in the Public Service/Provincial Public Service)

Secretary-General of Parliament,

I recommend and forward the application of Mr/Mrs/Miss holding the post of in this Institution. I certify that he/she has been confirmed/has not been confirmed in the post. His/her work and conduct are satisfactory and he/she has not been subjected to any disciplinary action and there is no intention to make such inquiry. He/she can be released/cannot be released from the service if selected for this post. (Please strike through the irrelevant words.)

.....
Date:

.....
Signature of Head of Department/Institution
(Official Stamp)