

Vacancies at National Dangerous Drugs Control Board

Applications are called from Sri Lankan citizens to fill the following vacancies in the National Dangerous Drugs Control Board.

Post	Number of vacancies
1. Managerial Positions	
1.1 Assistant Director - Scientific Research - (MM 1-1)	- 01
2. Junior Managerial Positions	
2.1 Counseling Officer (JM 1-1)	- 02
2.2 Research Officer (JM 1-1)	- 05
2.3 Manager - Human Resources (JM 1-1)	- 01
2.4 Manager - Center (JM 1-1)	- 02
2.5 Manager - Information Technology (JM 1-1)	- 01
2.6 Manager - Transport and Maintenance (JM 1-1)	- 01
2.7 Outreach Officer (JM 1-1)	- 04
3. Enforcement / Implementation / Extension Officer Positions	
3.1 Assistant Counseling Officer (MA 5-2)	- 10
3.2 Assistant Research Officer (MA 5-2)	- 05
3.3 Assistant Outreach Officer (MA 5-2)	- 13
4. Management Assistant – (Technical Positions)	
4.1 Motor Technician (MA 2-2)	- 01
4.2 Nurse (MA 2-1)	- 03
4.3 Laboratory Technician (MA 2-1)	- 02
4.4 Information Technology Assistant (MA 2-1)	- 01
4.5 Outreach Assistant (MA 2-1)	- 04
4.6 Research Assistant (MA 2-1)	- 06
5. Management Assistant – Non-technical Positions	
5.1 Management Assistant (MA 1-1)	- 13
6. Primary - Skilled Positions	
6.1 Driver (PL 3)	- 08
7. Primary - Semi-Skilled Positions	
7.1 Library Assistant (PL 2)	- 01
8. Primary - Non-Skilled Positions	
8.1 Office Aid (PL 1)	- 03

1.1 Designation – Assistant Director - Scientific Research

Service Category - Manager - (MM 1-1)

Number of vacancies - 01

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a degree in Chemistry recognized by the University Grants Commission.

and

Shall have at least 03 years of experience in the field relevant to the post after obtaining the above mentioned first degree.

a.2 Qualifications for Internal Applicants (1 or 2 below)

1. Shall have satisfied the above mentioned qualifications for external applicants.

or

2. Shall have completed a satisfactory service period of 05 years in a post in the relevant field in Grade II of the Junior Manager Service Category at the National Dangerous Drugs Control Board

b. Age

Should not be less than 22 years and not more than 45 years. The maximum age limit is not applicable to the internal applicants.

c. Salary code - MM 1-1

d. Monthly salary scale -

MM 1-1 M.S.C. 01/2025 Rs.(91,690 - 10 x 2,480 - 15 x 3,450 - 168,240/-

(Government approved allowances and privileges are entitled to this post in addition to the salary)

2.1 Designation – Counseling Officer

Service Category - "Junior Manager" - JM 1-1

Number of vacancies - 02

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a degree in Sociology / Psychology /Criminology / Social Work recognized by the University Grants Commission.

and

Shall have 01 year of experience in the relevant field after obtaining the first degree mentioned above.

a.2 Qualifications for Internal Applicants (Qualifications 1, 2, 3 or 4 below)

1. Shall have satisfied the above mentioned qualifications for external applicants.

or

2. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant - Non-Technical Service Category.

or

3. Shall have completed a satisfactory service period of at least 05 years in a post in the in Grade II relevant field in the Management Assistant -Technical Service Category.

or

4. Shall have completed a satisfactory service period of 08 years in a post in the Enforcement/Implementation/Extension Officer Service Category.

b. Age

Shall be not less than 22 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - JM 1-1

d. Monthly salary scale -

JM 1-1 M.S.C. 01/2025 Rs.(72,650 - 10 x 1,360 – 18 x 2,040 - 122,970/-)
(Government approved allowances will be paid in addition to the salary)

2.2 Designation - Research Officer

Service Category - "Junior Manager" - JM 1-1

Number of vacancies - 05

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a degree in Sociology /Criminology /Social Work/ Statistics recognized by the University Grants Commission.

and

Shall have 01 year of experience in the relevant field after obtaining the first degree mentioned above.

a.2 Qualifications for Internal Applicants (Qualifications 1, 2, 3 or 4 below)

1. Shall have satisfied the above mentioned qualifications for external applicants.

or

2. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant - Non-Technical Service Category.

or

3. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant -Technical Service Category.

or

4. Shall have completed a satisfactory service period of 08 years in a post in the Enforcement/Implementation/Extension Officer Service Category.

b. Age

Shall be not less than 22 years or not more than 45 years. The maximum age will not be applicable to internal applicants.

c. Salary code - JM 1-1

d. Monthly salary scale -

JM 1-1 M.S.C. 01/2025 Rs. (72,650 - 10 x 1,360 – 18 x 2,040 - 122,970/-)
(Government approved allowances will be paid in addition to the salary)

2.3 – 2.6 Designation - Manager (Center / Transport and Maintenance / Human Resources / Information Technology)
Service Category - "Junior Manager" - JM 1-1
Number of vacancies - 05

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a degree in Management /Commerce /Human Resources/ Information Technology recognized by the University Grants Commission.

and

Shall have 01 year of experience in the relevant field after obtaining the first degree mentioned above.

a.2 Qualifications for Internal Applicants (Qualifications 1, 2, 3 or 4 below)

1. Shall have satisfied the above mentioned qualifications for external applicants.

or

2. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant - Non-Technical Service Category.

or

3. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant -Technical Service Category.

or

4. Shall have completed a satisfactory service period of 08 years in a post in the Enforcement/Implementation/Extension Officer Service Category.

b. Age

Shall be not less than 22 years or not more than 45 years. The maximum age will not be applicable to internal applicants.

c. Salary code - JM 1-1

d. Monthly salary scale -

JM 1-1 M.S.C. 01/2025 Rs.(72,650 - 10 x 1,360 – 18 x 2,040 - 122,970/-)
(Government approved allowances will be paid in addition to the salary)

2.7 Designation - Outreach Officer

Service Category - "Junior Manager" - JM 1-1

Number of vacancies - 04

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a degree in Sociology /Psychology/ Criminology/ Social Work recognized by the University Grants Commission.

and

Shall have 01 year of experience in the relevant field after obtaining the first degree mentioned above.

a.2 Qualifications for Internal Applicants (Qualifications 1, 2, 3 or 4 below)

1. Shall have satisfied the above mentioned qualifications for external applicants.

or

2. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant - Non-Technical Service Category.

or

3. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant - Technical Service Category.

or

4. Shall have completed a satisfactory service period of 08 years in a post in the Enforcement/Implementation/Extension Officer Service Category.

b. Age

Shall be not less than 22 years or not more than 45 years. The maximum age will not be applicable to internal applicants.

c. Salary code - JM 1-1

d. Monthly salary scale -

JM 1-1 M.S.C. 01/2025 Rs.(72,650 - 10 x 1,360 - 18 x 2,040 - 122,970/-)
(Government approved allowances will be paid in addition to the salary)

3.1. Designation - Assistant Counseling Officer

Service Category - Enforcement/Implementation/Extension Officer - (MA 5-2)

Number of vacancies - 10

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a degree in Sociology / Psychology/ Criminology / Social Work recognized by the University Grants Commission.

and

Shall have obtained a Diploma of which the duration is not less than 01 year in the field relevant to the post.

a.2 Qualifications for Internal Applicants (Qualifications 1 or 2 below)

1. Shall have satisfied the above mentioned qualifications for external applicants.

or

2. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant - Technical Service Category at the National Dangerous Drugs Control Board.

b. Age

Shall be not less than 22 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 5-2

d. Monthly salary scale -

MA 5-2 M.S.C. 01/2025 Rs.(62,310 - 10 x 1,360 – 15 x 1,670 - 5 x 2,040 - 111,160/-)
(Government approved allowances will be paid in addition to the salary)

3.2. Designation - Assistant Research Officer

Service Category - Enforcement/Implementation/Extension Officer - (MA 5-2)

Number of vacancies - 05

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a degree in Sociology /Criminology /Social Work /Statistics recognized by the University Grants Commission.

and

Shall have obtained a Diploma of which the duration is not less than 01 year in the filed relevant to the post.

a.2 Qualifications for Internal Applicants (Qualifications 1 or 2 below)

1. Shall have satisfied the above mentioned qualifications for external applicants.

or

2. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant - Technical Service Category at the National Dangerous Drugs Control Board.

b. Age

Shall be not less than 22 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 5-2

d. Monthly salary scale -

MA 5-2 M.S.C. 01/2025 Rs.(62,310 - 10 x 1,360 – 15 x 1,670 - 5 x 2,040 - 111,160/-)
(Government approved allowances will be paid in addition to the salary)

3.3. Designation - Assistant Outreach Officer

Service Category - Enforcement/Implementation/Extension Officer - (MA 5-2)

Number of vacancies - 13

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a degree in Sociology / Psychology/ Criminology / Social Work recognized by the University Grants Commission.

and

Shall have obtained a Diploma of which the duration is not less than 01 year in the field relevant to the post.

a.2 Qualifications for Internal Applicants (Qualifications 1 or 2 below)

1. Shall have satisfied the above mentioned qualifications for external applicants.

or

2. Shall have completed a satisfactory service period of at least 05 years in a post in Grade II in the relevant field in the Management Assistant - Technical Service Category at the National Dangerous Drugs Control Board.

b. Age

Shall be not less than 22 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 5-2

d. Monthly salary scale -

MA 5-2 M.S.C. 01/2025 Rs.(62,310 - 10 x 1,360 – 15 x 1,670 - 5 x 2,040 - 111,160/-)
(Government approved allowances will be paid in addition to the salary)

4.1 Designation - Motor Technical Assistant

Service Category - "Management Assistant" - Technical - (MA 2-2)

Number of vacancies - 01

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a Certificate of Proficiency in Motor Mechanics at a level not less than level 5 of National Vocational Qualification issued by a Technical/Vocational Training Institute recognized by the Tertiary and Vocational Education Commission, relevant to the duties of the post.

or

Shall have at least 03 years of supervisory experience in the field of Motor Mechanics and certificates at level 4 of National Vocational Qualification issued by a Technical/Vocational Training Institute recognized by the Tertiary and Vocational Education Commission along with at least 03 years of experience in the relevant field.

a.2 Qualifications for Internal Applicants

Shall have satisfied the above-mentioned qualifications for external applicants.

b. Age

Shall be not less than 18 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 2-2

d. Monthly salary scale -

MA 2-2 M.S.C. 01/2025 Rs.(50,540 - 10 x 540 - 7 x 630 - 4 x 1,080 - 20 x 1,280 - 90,270/-)
(Government approved allowances will be paid in addition to the salary)

4.2 Designation - Nurse

Service Category - "Management Assistant" - Technical - (MA 2-1)

Number of vacancies - 03

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a Diploma in Nursing at a level not less than level 5 of National Vocational Qualification issued by a Technical/Vocational Training Institute recognized by the Tertiary and Vocational Education Commission.

a.2 Qualifications for Internal Applicants

Qualifications for external applicants mentioned above shall be applicable.

b. Age

Shall be not less than 18 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 2-1

d. Monthly salary scale -

MA 2-1 M.S.C. 01/2025 Rs.(50,540 - 10 x 540 - 7 x 630 - 4 x 890 - 20 x1,190 - 87,710/-)
(Government approved allowances will be paid in addition to the salary)

4.3. Designation - Laboratory Technician

Service Category - "Management Assistant" - Technical - (MA 2-1)

Number of vacancies - 02

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a Diploma in Laboratory Technology at a level not less than level 5 of National Vocational Qualification issued by a Technical/Vocational Training Institute recognized by the Tertiary and Vocational Education Commission.

a.2 Qualifications for Internal Applicants

Qualifications for external applicants mentioned above shall be applicable.

b. Age

Shall be not less than 18 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 2-1

d. Monthly salary scale -

MA 2-1 M.S.C. 01/2025 Rs.(50,540 - 10 x 540 - 7 x 630 - 4 x 890 - 20 x1,190 -87,710/-)
(Government approved allowances will be paid in addition to the salary)

4.4 Designation - Information Technology Assistant
Service Category - "Management Assistant" - Technical - (MA 2-1)
Number of vacancies - 01

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a Diploma in Information Technology at a level not less than level 5 of National Vocational Qualification issued by a Technical/Vocational Training Institute recognized by the Tertiary and Vocational Education Commission.

a.2 Qualifications for Internal Applicants

Qualifications for external applicants mentioned above shall be applicable.

b. Age

Shall be not less than 18 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 2-1

d. Monthly salary scale -

MA 2-1 M.S.C. 01/2025 Rs.(50,540 - 10 x 540 - 7 x 630 - 4 x 890 - 20 x 1,190 - 87,710/-)
(Government approved allowances will be paid in addition to the salary)

4.5 Designation - Outreach Assistant

Service Category - "Management Assistant" - Technical - (MA 2-1)
Number of vacancies - 04

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a Diploma in the relevant field at a level not less than level 5 of National Vocational Qualification issued by a Technical/Vocational Training Institute recognized by the Tertiary and Vocational Education Commission.

or

Shall have passed at least three subjects (Except Common General Test) at the General Certificate of Education (Advanced Level)

and

Shall have obtained a Diploma of which the duration is not less than one year in the subject fields of Counseling / Sociology / Criminology / Psychology / Social Work from a Vocational Training Institute recognized by the Tertiary and Vocational Education Commission.

a.2 Qualifications for Internal Applicants

Qualifications for external applicants mentioned above shall be applicable.

b. Age

Shall be not less than 18 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 2-1

d. Monthly salary scale -

MA 2-1 M.S.C. 01/2025 Rs.(50,540 - 10 x 540 - 7 x 630 - 4 x 890 - 20 x 1,190 - 87,710/-)
(Government approved allowances will be paid in addition to the salary)

4.6. Designation - Research Assistant

Service Category - "Management Assistant" - Technical - (MA 2-1)

Number of vacancies - 06

a. Qualifications

a.1 Qualifications for External Applicants

Shall have obtained a Diploma in the relevant field at a level not less than level 5 of National Vocational Qualification issued by a Technical/Vocational Training Institute recognized by the Tertiary and Vocational Education Commission.

or

Shall have passed at least three subjects (Except Common General Test) at the General Certificate of Education (Advanced Level)

and

Shall have obtained a Diploma of which the duration is not less than one year in the subject fields of Counseling / Sociology / Criminology / Psychology / Social Work from a Vocational Training Institute recognized by the Tertiary and Vocational Education Commission.

a.2 Qualifications for Internal Applicants

Qualifications for external applicants mentioned above shall be applicable.

b. Age

Shall be not less than 18 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 2-1

d. Monthly salary scale -

MA 2-1 M.S.C. 01/2025 Rs.(50,540 - 10 x 540 - 7 x 630 - 4 x 890 - 20 x 1,190 -87,710/-
(Government approved allowances will be paid in addition to the salary)

5.1. Designation - Management Assistant

Service Category - "Management Assistant" - Non-Technical (MA 1-1)

Number of vacancies - 13

a. Qualifications

a.1 Qualifications for External Applicants

(a) Shall have passed six (06) subjects at the General Certificate of Education (Ordinary Level) examination in one sitting with credit passes for four (04) subjects, including Sinhala/Tamil and Mathematics.

(b) Shall have passed at least three subjects (Except Common General Test) at the General Certificate of Education (Advanced Level) examination.

(Shall have followed a course in Computer Word Processing/Typing recognized by the Tertiary and Vocational Education Commission or other competencies at similar level have been included as qualifications in the relevant instances)

a.2 Qualifications for Internal Applicants

(a) Employees in Primary Grade - Non-Skilled, Semi-Skilled and Skilled Service Categories who possess the qualifications mentioned in 'b', 'c', and 'e' below, can apply for this.

(b) Shall have passed six (06) subjects at the General Certificate of Education (Ordinary Level) examination in one sitting with credit passes for four (04) subjects, including Sinhala/Tamil and Mathematics.

(Shall have followed a course in Computer Word Processing/Typing recognized by the Tertiary and Vocational Education Commission or other competencies at similar level can be included as qualifications in the relevant instances)

(c) Shall have held permanent posts in the service and have been confirmed in the said posts.

(e) Shall have completed a continuous and satisfactory service of at least 05 years in a permanent post immediately preceding the prescribed date.

Notes: (I) A training period completed before being permanently appointed to a post or completed as a condition for being permanently appointed to a post, shall not be counted for the qualifying period of five years mentioned in paragraph 'e' above. Temporary / casual service periods completed before being permanently appointed to a post shall not be counted for the qualifying service period of five years mentioned in paragraph 'b' above.

b. Age

Shall be not less than 18 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - MA 1-1

d. Monthly salary scale -

MA 1-1 M.S.C. 01/2025 Rs.(46,220 - 10 x 540 - 7 x 630 - 4 x 890 - 20 x 1,190 - 83,390/-)
(Government approved allowances will be paid in addition to the salary)

6.1 Designation - Driver

Service Category - Primary - Skilled (PL 3)

Number of vacancies - 08

a. Qualifications

a.1 Qualifications for External Applicants

Educational

Shall have passed at least two subjects at the General Certificate of Education (Ordinary Level).

Technical Skills

Shall have a driving license issued by the Commissioner General of Motor Traffic. Motor vehicle drivers shall have a minimum of three (03) years of experience after obtaining the driving license.

a.2 Qualifications for Internal Applicants

Shall be an employee in the Primary Grade – Non-Skilled and Semi-Skilled Service Categories at the National Dangerous Drugs Control Board and possess the driving license and relevant experience.

b. Age

Shall be not less than 18 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - PL 3

d. Monthly salary scale -

PL 3 M.S.C. 01/2025 Rs.(43,280 - 10 x 490 - 10 x 540 - 10 x 590 - 12 x 630 - 67,040/-)
(Government approved allowances and privileges are entitled to this post in addition to the salary)

7.1 Designation – Library Assistant

Service Category - Primary – Semi-Skilled (PL 2)

Number of vacancies - 01

a. Qualifications

a.1 Qualifications for External Applicants

Educational

Shall have passed at least two subjects at the General Certificate of Education (Ordinary Level).

and

Technical Skills/Proficiencies

Shall have acquired the competencies at Level two or three of the National Vocational Qualifications (N.V.Q.) as determined by the Tertiary and Vocational Education Commission.

a.2 Qualifications for Internal Applicants

Shall be an employee in the Non-Skilled category at the National Dangerous Drugs Control Board and shall have passed at least two subjects at the General Certificate of Education (Ordinary Level) examination.

b. Age

Shall be not less than 18 years or not more than 45 years. The maximum age limit will not be applicable to internal applicants.

c. Salary code - PL 2

d. Monthly salary scale -

PL 2 M.S.C. 01/2025 Rs. (42,300 - 10 x 490 - 10 x 540 - 10 x 590 - 12 x 630 - 66,060/-)
(Government approved allowances and privileges are entitled to this post in addition to the salary)

8.1 Designation - Office Aid

Service Category - [Primary - Semi - Skilled (PL 1)]

Number of vacancies - 03

a. Qualifications

a.1 Qualifications for External Applicants

Educational

Shall have sat for the General Certificate of Education (Ordinary Level) examination.

b. Age

Shall be not less than 18 years or not more than 45 years.

c. Salary code - PL 1

d. Monthly salary scale -

PL 1 M.S.C. 01/2025 Rs.(40,500 - 10 x 450 - 10 x 490 - 7 x 540 - 15 x 590 - 62,530/-)
(Government approved allowances and privileges are entitled to this post in addition to the salary)

General matters pertaining to this position:

Every applicant must be a Sri Lankan citizen and of excellent character with physical and mental fitness suitable for performing the duties assigned to the post as well as serving in any part of the island.

Qualifications must be satisfied in every aspect as at the closing date of applications.

Medium to be used in the applications

Every applicant must complete their application strictly in English medium. Applicants must visit the official website of the National Dangerous Drugs Control Board www.nddcb.gov.lk and perfect the application as per the instructions given under "Careers" (<https://www.nddcb.gov.lk/sinhala/careers.php>) and submit the application. Then the copy of the same must be downloaded and the original receipt of payment of the application fee must

be attached to the hard copy and sent it along with photocopies of your certificates by registered post.

Method of Recruitment

Recruitments will be made on the results of a written competitive examination and / or a structured interview determined by the recruiting authority.

Nature of Appointment

This is a permanent post and it is entitled to Employees Provident Fund and Employees Trust Fund.

Application Fee

Only external applicants should pay an application fee of Rs.500/- to be credited to the Bank of Ceylon account number 00001643 under the name of "National Dangerous Drugs Control Board" from any Bank of Ceylon branch and keep a copy of the deposit slip with them and send the original deposit slip along with the application. Application fee is non-refundable.

Downloaded applications (The position applied for should be clearly mentioned in the top left hand corner of the envelope containing the application) should be sent to the "Chairman, National Dangerous Drugs Control Board, No. 383, Kotte Road, Rajagiriya" on or before **02.01.2026** by Registered Post. Applicants who are employed in State Corporations or Statutory Boards should send their applications through relevant Heads of Institutions/ Departments.

Applications of which the relevant qualifications have not been satisfied as at the closing date of applications/incomplete applications/ applications to which the original receipt of payment is not attached / other applications except the downloaded applications and the applications received after the closing date will be rejected.

Decisions made by the Board with regard to recruitments will be final.

**Chairman
National Dangerous Drugs Control Board
383, Kotte Road,
Rajagiriya.**

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