

**Ministry of Defence**  
**Department of Meteorology**

**Filling of Vacancies for the Post of Meteorological Assistant Grade III**

Applications are invited from citizens of Sri Lanka to fill the vacancies for the post of Meteorological Assistant Grade III in the Department of Meteorology.

02. Nature of the Post :

- I. This post is permanent and pensionable. Further, you must contribute to the Widows' and Orphans' Pension Scheme / Widowers' and Orphans' Pension Scheme. Contributions must be paid to the relevant fund as prescribed by the Government from time to time. Recruitment is made to the post of Meteorological Assistant Grade III.
- II. According to Public Administration Circular 10/2025, the monthly salary scale applicable to this post is Rs. 40,000 - 10x450 - 10x490 - 10x540 - 12x590 - 61,880/- (PL – 1 - 2025). (Payments will be made in accordance with the provisions of Schedule III of P.A.C. 10/2025.) The first efficiency bar examination must be passed before the expiry of 03 years from the date of recruitment. (Subject to a period of three (03) years from the date of appointment, and confirmation in the post will be made upon fulfillment of qualifications.)
- III. Duties Assignable:
  - (A) Cleaning the head office and regional office premises of the Department of Meteorology, assisting in the cleaning and maintenance of the office grounds, and cleaning and maintaining the meteorological observation instrument enclosure in accordance with the prescribed standards.
  - (B) Cleaning meteorological instruments and assisting in their maintenance. Assisting in meteorological observation activities at the Department of Meteorology head office and regional offices.
  - (C) Taking necessary steps to secure and protect instruments at regional offices during the night time.
- IV. Duties will be assigned on a shift basis, and duties must be performed during night shifts as well.

03. Qualifications:

Basic Qualifications:

- I. Must be a citizen of Sri Lanka.
- II. Must possess an excellent character.
- III. Must be not less than 18 years and not more than 45 years of age as of 27.07.2026, which is the closing date for applications. (This maximum age limit will not apply to

applicants who are currently employed and confirmed in a permanent post in the Public Service or Provincial Public Service.)

- IV. Must have passed six subjects with at least two credits in not more than two sittings at the G.C.E. (Ordinary Level) Examination. (Excluding optional subjects)

Physical Qualifications:

- V. Every candidate must possess adequate physical and mental fitness to serve in any part of the island and to perform the duties of the post. If it is confirmed during the medical examination conducted after recruitment that the candidate lacks the necessary physical and mental fitness for service, action will be taken to terminate their services, considering them unfit for the post.

- VI. All qualifications required for recruitment to the post must be fully completed in every respect as of 27.07.2026

04. Applications prepared in accordance with the attached specimen form should be sent **only via registered post** to reach the "Director General of Meteorology, Department of Meteorology, No. 383, Baudhaloka Mawatha, Colombo 07" on or before 4.15 p.m. on 27.07.2026. The top left-hand corner of the envelope enclosing the application must be clearly marked as "Applications for the Recruitment of Meteorological Assistants". Applications received late will not be considered under any circumstances, and applicants who are currently employed in the public service must forward their applications through their respective heads of institutions.

05. Language Proficiency :

The official proficiency in the second language at the relevant level must be acquired in accordance with Public Administration Circular 18/2020 and its subsequent amendments. The salary increments of officers who fail to acquire the required second language proficiency at the relevant level will be suspended until they obtain the qualification.

06. Applicants must attach clear photocopies of the following documents to their application. (Do not send originals.)

- I. A copy of the birth certificate
- II. A copy of the National Identity Card (NIC)
- III. Copies of certificates to prove educational qualifications and training (if any)
- IV. Copies of certificates regarding work experience (only if available)
- V. A certificate of residence and character issued by the Grama Niladhari (obtained within the last 06 months)
- VI. Two character certificates obtained recently

07. Candidates must be prepared to produce the original copies of all certificates when called for an interview and at any time requested by the appointing authority.

08. Applications that do not substantiate the requirements specified in this notice in every respect will be rejected without any prior notification.

09. In the event of any inconsistency or discrepancy among the language texts of this notice published in Sinhala, Tamil, and English mediums, the Sinhala medium notice shall prevail.

**Note:**

Applicants called for the interview will not be paid any traveling expenses or any other expenses.

A.L.K. Wijemannage  
Director General of Meteorology (Covering)  
Department of Meteorology  
Colombo - 07  
15.06.2026