



Ministry of Trade, Commerce, Food Security and
Co-operative Development



**NATIONAL INSTITUTE OF
CO-OPERATIVE DEVELOPMENT
POLGOLLA**

INVITATION OF APPLICATIONS FOR RECRUITMENT TO THE VACANT POSTS

Applications are invited from qualified citizens of Sri Lanka for recruitment on permanent basis for the following vacancies at the National Institute of Co-operative Development, Polgolla, Kandy that was incorporated under Parliament Act No. 01 of 2001.

1. Vacant Posts

Ser. No.	Name of Post	No. of Vacancies	Salary Code	Salary Scale (Implemented from 01.01.2027 as per Management Services Circular No. 01)	Salary paid for year 2026
01	Senior Researcher	01	AR 2 - 2025	Rs. 133,220-10x3,600-169,220	Rs. 116,763/-
02	Assistant Researcher	01	AR 1 - 2025	Rs. 91,650-10x2,480-15x3,450 - 168,200	Rs. 81,675/-
03	Assistant Director (Hostels)	01	MM 1-2 - 2025	Rs. 94,170-10x2,480-15x3,450 - 170,720	Rs. 83,803/-
04	Assistant Director (Finance)	01	MM 1-2 - 2025	Rs. 94,170-10x2,480-15x3,450 - 170,720	Rs. 83,803/-
05	Assistant Registrar	01	MM 1-2 - 2025	Rs. 94,170-10x2,480-15x3,450 - 170,720	Rs. 83,803/-
06	Computer Programmer	01	MA 5 -3 - 2025	Rs. 79,440-10x2,040-20x2,230 - 144,440	Rs. 71,367/-
07	Office Assistant	05	PL 1 - 2025	Rs. 40,500-10x450-10x490-7x540 - 15x590 - 62,530	Rs. 38,488/-

2. Every Applicant,

- Should be a citizen of Sri Lanka
- Should bear an excellent moral character
- Should be physically and mentally fit to discharge the duties entrusted to the post and to serve in any part of the island.

3. Conditions for Employment

- Permanent service station for all posts for which recruitment is made will be National Institute of Co-operative Development, Polgolla and should perform duties in any place in the island as per service requirement.

4. Date of Qualification

Should have fulfilled all qualifications required for applying for the post in every manner as at the closing date of applications.

5. Method of Applying

Qualifications that are taken into consideration when recruiting for the abovementioned posts and all relevant details may be obtained by accessing the www.nicd.edu.lk official website of the National Institute of Co-operative Development.

- Should apply for the post by perfecting the application as per the specimen given in the official website of this institution and to prove the qualifications mentioned in the application, certified photocopies of certificates should be submitted with the application.
- Further, the applicants currently in Government / Government Corporations / statutory institutions / higher education institutes should direct their applications through their respective heads of institutions
- Post applying for should be mentioned on the left top corner of the envelope containing the applications.
- Receiving of applications will be closed on 24.08.2026 and the duly perfected applications should be sent by registered post addressed to "Director General and Chief Executive Officer, National Institute of Co-operative Development, Polgolla" to receive on or before the closing date of applications.
- Late, and incomplete applications and applications that have not fulfilled the basic qualifications and applications that are not enclosed with copies of certificates to prove the qualifications and improperly submitted applications will be rejected without any prior intimation.
- Canvassing of any form will be considered as a disqualification.

Note: If there is any amendment relevant to the closing date of applications or any other matter relevant to the above recruitments, it will be updated in the official website of this institution.

**DIRECTOR GENERAL AND CHIEF EXECUTIVE OFFICER
NATIONAL INSTITUTE OF CO-OPERATIVE DEVELOPMENT
POLGOLLA**

09.08.2026