

# NOTICE

## HOMEOPATHIC MEDICAL COUNCIL

### VACANCIES

Applications are invited from Sri Lankan Citizens to fill the following vacancies in the Homeopathic Medical Council.

#### 1. POST OF MANAGEMENT ASSISTANT - (Non-Tech)

##### Vacant - 01

**Nature of Appointment :** Permanent. Entitled to Employees' Provident Fund and Employees' Trust Fund.

**Salary System :** Code number and monthly salary scale relevant to the service category.

**MA 1-1-2025- (Rs.46220-10x540-7x630-4x890-20x1190- 83390)**

##### External Applicants

(a) **Educational Qualifications :** Should have passed the G.C.E (O/L) Examination in six (06) subjects in one sitting with Credit passes for four (04) subjects including

- i. Sinhala/Tamil
- ii. Mathematics
- iii. English

(b) Having passed three (03) subjects (other than the General paper) at the G.C.E (A/L) examination in one sitting.

(c) Other required qualifications specific to the position. Basic knowledge of computer word processing.

##### Internal Applicants

(a) Employees with the qualifications mentioned in "b" "c" and "e" below in the Primary Grade/Non-Skilled and Semi-Skilled Service Categories can apply for this

(b) Should have passed the G.C.E (O/L) Examination in six (06) subjects not more than twice with Credit passes for three (03) subjects including

- i. Sinhala/Tamil
- ii. Mathematics
- iii. English

(Completion of a course recognized by the Tertiary and Vocational Education Commission in computer word processing/typing or other equivalent level of skills will be considered as additional qualifications.)

(c) Must hold a permanent appointment in the service and be confirmed in that appointment.

(d) Must have completed 5 years of continuous satisfactory service as a subordinate of a permanent appointment prior to the due date.

##### Age Limit :

Should not be less than 18 years and not more than 45 years. The maximum age limit does not apply to the internal applicants.

##### Other Details :

Every applicant,

- i. Should be a citizen of Sri Lanka
- ii. Should be of good physical and mental fitness to discharge the duties in the post well and to service in any part of the island.
- iii. Should be of a good moral character

**Application Procedure :** An application form prepared by the applicant, including relevant information, should be sent by registered mail to the address below so that it reaches them before 08.01.2026.

**Should be considered :** Should mark as "Application to the post of Management Assistant" on the top left corner of the envelope.

#### 2. POST OF OFFICE ASSISTANT (PRIMARY NON TECHNICAL)

##### Vacant - 04

**Nature of Appointment :** Permanent. Entitled to Employees' Provident Fund and Employees' Trust Fund.

**Salary System :** Code number and monthly salary scale relevant to the service category.

**PL1- 2025 (Rs.40500-10x450-10x490-7x540-15x590-62530)**

##### Educational Qualifications :

Must have passed two (02) subjects from the General Certificate of Education Ordinary Level Examination.

##### Age Limit :

Should not be less than 18 years and not more than 45 years.

##### Other Details :

Every applicant,

- i. Should be a citizen of Sri Lanka
- ii. Should be of good physical and mental fitness to discharge the duties in the post well and to service in any part of the island.
- iii. Should be of a good moral character

**Application Procedure :** An application form prepared by the applicant, including relevant information, should be sent by registered mail to the address below so that it reaches them before 08.01.2026.

**Should be considered :** Should mark as "Application to the post of Office Assistant" on the top left corner of the envelope.

##### Registrar (Acting),

Homeopathic Medical Council,

No. 94, Shelton Jayasinghe Mawatha,

Wellisara, Ragama.