



Telecommunication Regulatory Commission of Sri Lanka



VACANCIES

Applications are invited from qualified candidates to fill the following vacancies at the Telecommunication Regulatory Commission of Sri Lanka (TRCSL)

Assistant Director (Internal)

(in the fields mentioned below)

Post	Job Description
Assistant Director (Network & New Services)	<ol style="list-style-type: none"> 1. Coordinating and resolving disputes on telecommunication Infrastructure developments. 2. Maintaining database on telecom infrastructure 3. Approving Transmission plans for Operators 4. Assisting operators in sharing infrastructure facilities. 5. Testing, evaluation and issuing type approval certificates and clearance certificates for import and export of Telecommunications items 6. Monitoring interoperability and Interconnection Network. 7. Implementation of numbering system for telecom sector in Sri Lanka 8. Handling public complaints on radio transmission, towers, base station installations and Electro-magnetic radiation effects 9. Monitoring and Developing the New Telecommunication facilities in the country in following fields. <ol style="list-style-type: none"> i. New Generation Network and Security matter Networks ii. Voice of IP and Internet based services Networks iii. Products and Technical Compliance iv. Information Technology and Websites v. New Technical Standards vi. Interoperability of services 10. Developing and updating specifications on Telecommunication terminal apparatus. 11.. Conducting technical examinations regarding new equipment and apparatus
Assistant Director (International Relations & Policy)	<ol style="list-style-type: none"> 01. Developing National Telecommunication policies responsive to the Fast-Changing Telecom Environment. This also includes development of Policy statements for different international forums in telecommunications. 02. Co-ordinating activities with International Telecommunication Union and other International and Regional Organizations. 03. Obtaining Govt, ratification for Constitutions or international Organizations such as, ITU, APT. 04. Implementation of Internationals Statutes and regulations. 05. Disseminating ITU requirements to relevant divisions 06. Development of telecommunication policy proposals. 07. Coordinating the Advisory Committee Meetings. 08. Interpret ITU technical softwares and Radio Regulations. 09. Liaise with ITU relating to technical projects.
Assistant Director (Human Resources Development)	<ol style="list-style-type: none"> 1. Overall responsibility on Manpower Planning for the TRCSL 2. Handling all matters related to Cadre & Salaries, Appointments, Promotions, Transfers, Disciplinary control and dismissal of the staff 3. Responsible for conducting recruitment examinations and interviews, efficiency bar examinations and other tests 4. Handling all Staff training activities, including training plans, coordination with training institutes and organizing the Advance Training Committee meetings 5. Handling staff welfare activities
Assistant Director (Spectrum Management)	<ol style="list-style-type: none"> 01. Assigning, Managing and Monitoring of Radio frequency spectrum in following areas. <ol style="list-style-type: none"> i. Wireless Telecommunications including Microwave link ii. Analog and Digital T.V. iii. Radio Broadcasting and Satellite iv. Satellite and amateur Radio v. Aeronautics and maritime 02. Managing the monitoring controlling station 03. Preparation of National Frequency Allotment Plans and reports relevant to the assignment of frequencies 04. Attending to interference complaints and its mitigation 05. Supervision and invoicing the renewal of Licenses
Assistant Director (Legal)	<ol style="list-style-type: none"> 1. Handling all legal matters related to UIC Telecom sector 2. Handling and attending on behalf of the TRCSL for cases filed by and against TRCSL, at courts and tribunals 3. Preparation and Submission of relevant observations and documents required by the legal authorities 4. Coordinating with the Attorney General's Department and the Department of Legal Draftsman and other legal entities on matters related to the TRCSL 5. Drafting Rules, Regulations, Licenses, Conditions and Orders in terms of Section 11 of the Telecommunications Act, Directives and determinations on behalf of the TRCSL. 6. Providing legal assistance for conducting inquiries in terms of Section 9 of the Telecommunication Act. 7. Providing legal assistance for conducting public hearings.

Required Educational Qualifications

Bachelor's Degree from a University recognized by the University Grants Commission of Sri Lanka in the relevant field mentioned in Table 2

OR

Associate membership of a recognized professional institution in the relevant field mentioned in Table 2

AND

Required Experience:

Minimum of 03 years of satisfactory service on permanent basis in a post in Junior Management level of TRCSL in the relevant field mentioned in Table 2

OR

Minimum of 08 years of satisfactory service on permanent basis in a post in Operational /Extension, Enforcement Category (TRC-4-1, TRC-5-1, TRC-5-2) or Associate Officer category (TRC-6-1) in TRCSL in the relevant field mentioned in Table 2

OR

Minimum of 12 years of satisfactory service on permanent basis in a post in Operational , Management Assistant category (TRC-7-1, TRC-8-1, TRC-8-2) in TRCSL in the relevant field mentioned in Table 2

Required Other Qualifications for the posts of Assistant Director

All the eligible applicants shall have Sound Knowledge of Database Management and Standard Software packages as determined by the Commission From time to time

AND

Excellent communication skills (Written and Oral) in English and Sinhala / Tamil Languages as determined by the Commission

Salary : Assistant Director: TRC 2.2 - 157,652 - (10x3519)-(10x4223)-(10x5631) -291,382

Recruitment Procedure – Through a written competitive examination and a structured interview

Subjects of the written examination

- A) General Intelligence - 1 hour
- B) Subject Knowledge (relevant to the post) - 2 hours
- C) Management Skills - 2 hours

Please refer the SOR kept in the Library for reference.

Posts	Fields for Educational Qualification	Fields for Professional Qualification	Experience in the field of:
Assistant Director (Network & New Services)	Telecommunication or Electronic Engineering or Electrical Engineering or Information Technology	Telecommunication or Electronic Engineering or Electrical Engineering or Information Technology	Preferably, assisting the Management, concerning the functions set out under the Job Description relevant to the post applied
Assistant Director (International Relation and Policy)	Bachelor's Degree of a University recognized by the University Grants Commission	International Relations or Public Policy or Electronics or Electrical Engineering or IT or Commerce or Economics	
Assistant Director (Human Resources Development)	Bachelor's Degree of a University recognized by the University Grants Commission	Public Administration or Public Policy or Human Resources Development or Business Administration	
Assistant Director (Spectrum Management)	Telecommunication or Electronic Engineering or Electrical Engineering or Information Technology	Telecommunication or Electronic Engineering or Electrical Engineering or Information Technology	
Assistant Director (Legal)	Law	Attorney-at-Law	Attorney-at-Law

Table 02

General conditions:

- I. This appointment is subject to one-year acting period as per Section 77 of Chapter VI of the Appointment code of Sri Lanka Telecommunication Regulatory Commission.
- II. TRCSL reserves the right to decide the postponement/ Cancellation of all or part of recruitment.
- III. The applicants will be treated as qualified for applying for the post only if he/she has acquired the necessary qualifications specified above before the closing date of applications.
- IV. Any form of canvassing will be a disqualification.

Method of Application:

Applicants who possess the required basic qualifications should submit applications along with certified copies of certificates of Educational and Professional qualifications along with the recommendation of Head of the Division to the Administration and Corporate Affairs Division, before the closing date of applications.

The closing date of receipt of application is 01.06.2026

Application for Assistant Director (Internal)
Telecommunication Regulatory Commission of Sri Lanka

- 1.Full Name :.....
- 2.Name with Initials:
- 3.Address:
- 4.Gender:
- 5.Date of Birth:.....Age as on last date on application:.....
- 6.NIC No:
- 7.Telephone: email address :.....
- 8.Education Qualifications:
- 9.Professional Qualifications:
- 10.Experience:
- 11.Certificates attached 1
- 2.....
- 3.....
- 4.....

I hereby certify that above information is true and correct.

.....
Date:

.....
Signature of Applicant

Recommendation of the Head of Division:

The above application is recommended and submitted.

Date :

Signature :

Name:

Designation :.....