



# 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)

### Deputy/Assistant Director (External)

(in the fields mentioned below)

Post	Job Description
<b>Deputy/Assistant Director</b> (spectrum Management)	01. Assigning, Managing and Monitoring of Radio frequency spectrum in following areas. 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
<b>Deputy/Assistant Director</b> (Competition)	01. Handling all competition Issues relating to economic and financial aspects of Telecommunication regulation in the country. 02. Monitor and forecast the financial trends in the telecommunication sector internationally and assess the Economic implications to the local sector. 03. Implementation of dynamic realignment of a tariff and cost analysis structure for fair competition. 04. Processing and analyzing all tariff applications and submit the recommendations to the commission 05. Conduct and direct the operator and sector analyses and identify the special trends and assess their impacts on the Socio-Economic developments. 06. Handling the financial analysis and modeling of telecommunication operator costs and revenue for regulatory purposes. 07. Establishment of revenue and cost targets for the operators and local sector
<b>Deputy/Assistant Director</b> (Legal)	01. Handling all legal matters related to UIC Telecom sector 02. Handling and attending on behalf of the TRCSL for cases filed by and against TRCSL, at courts and tribunals 03. Preparation and Submission of relevant observations and documents required by the legal authorities 04. Coordinating with the Attorney General's Department and the Department of Legal Draftsman and other legal entities on matters related to the TRCSL 05. Drafting Rules, Regulations, Licenses, Conditions and Orders in terms of Section 11 of the Telecommunications Act, Directives and determinations on behalf of the TRCSL. 06. Providing legal assistance for conducting inquiries in terms of Section 9 of the Telecommunication Act. 07. Providing legal assistance [or conducting public hearings.
<b>Deputy/Assistant Director</b> (Network & New Services)	01. Coordinating and resolving Disputes on Telecommunication Infrastructure developments. 02. Maintaining Data Base on Telecom Infrastructure 03. Approving Transmission plans for Operators 04. Assisting operators in sharing infrastructure facilities. 05. Testing, evaluation and issuing type approval certificates and clearance certificates for import and export of Telecommunications items 06. Monitoring interoperability and Interconnection Network. 07. Implementation of numbering system for telecom sector in Sri Lanka 08. Handling public complaints on radio transmission, towers, base station installations and Electro-magnetic radian effects 09. Monitoring and Developing the New Telecommunication facilities in the country in following fields. 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
<b>Deputy/Assistant Director</b> (Finance)	01. Assisting the Director (Finance) for all financial activities in connection with financial planning, revenue and expenditure. 02. Preparation of budget, annual financial reports and other financial statements 03. Managing the revenue and expenditure accounts 04. Certifying payments and supervision of all books, ledgers, bank statement, and other documents in relation to the revenue and expenditure 05. Supervising the revenue collections .and relevant records and documents 06. Preparation of monthly, quarterly and annual accounts and report: for the Treasury and other statutory authorities 07. Attending Procurement Committees and related matters
<b>Deputy/Assistant Director</b> (Compliance)	1. Handling compliance Issues in the Telecommunications Sector 2. Monitoring the operators to fulfill their license conditions 3. Monitoring the inter-operator relations and negotiations. 4. Design and implementation of incentive schemes for expansion or rural telecommunication services 5. Monitoring- and handling Issues related to statutory compliance and license conditions 6. Managing the consumer issues, consumer surveys, quality or service standards 7. Handling the Consumer complaints, under section 09 of the Telecommunication Act. 8. Submitting the proposals for developing consumer relations and consumer protection 9. Organizing meetings with operators to take relevant steps for developing the consumer rights
<b>Deputy/Assistant Director</b> (International Relations & Policy)	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.

#### (1) Required Educational Qualifications: Assistant Director (External)

1<sup>st</sup> or 2<sup>nd</sup> Class Bachelor's (Special) 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 post – qualifying experience in Managerial level in the relevant field mentioned in table 2

OR

Minimum of 03 years of satisfactory service experience as an officer in an All-Island Service

#### (2) Required Educational Qualifications: Deputy Director (External)

1<sup>st</sup> or 2<sup>nd</sup> Class Bachelor's (Special) 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

A postgraduate Degree from a University recognized by the University Grants Commission of Sri Lanka in the relevant field mentioned in table 2

OR

Corporate membership at a Professional Institute in the relevant field mentioned in table 2

#### Required Experience

Minimum of 10 years of post – qualifying experience in Managerial level in the relevant field mentioned in table 2

OR

Minimum of 10 years of satisfactory service experience as an officer in an All-Island Service

#### Required Other Qualifications for the posts of Assistant Director and Deputy 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

**Age:** Should be not less than 22 years and not more than 45 years for Assistant Directors and not less than 29 years and not more than 45 years for deputy Directors

**Salary :** Deputy Director : TRC 2.1 - 117,300 - (10x3910)-(10x4692)-(10x5474) -258,060  
Assistant Director: TRC 2.2 - 93,840 - (10x1955)-(10x2346)-(10x3128) -168,130

Posts	Fields for Educational Qualification	Fields for Professional Qualification	Experience in the field of:
<b>Deputy/Assistant Director</b> (Spectrum management) <b>Deputy/Assistant Director</b> (Network & New Services)	Telecommunication or Electronics or Electrical Engineering or Information Technology	Telecommunication or Electronics or Electrical Engineering or Information Technology	Telecommunication or Electronics or Electrical Engineering or Information Technology
<b>Deputy/Assistant Director</b> (International Relations & Policy)	International Relations or Public Policy or Electronics or Electrical engineering or IT or Commerce or Economics	International Relations or Public Policy or Electronics or Electrical engineering or IT or Commerce or Economics	International Relations or Public Policy or Electronics or Electrical engineering or IT or Commerce or Economics
<b>Deputy/Assistant Director</b> (Compliance) <b>Assistant Director</b> (Competition)	Marketing Management or Telecommunication or Finance or Commerce or Economics or Business Administration or statistics	Marketing Management or Telecommunication or Finance Commerce or Economics or Business Administration or statistics	Marketing Management or Telecommunication or Finance Commerce or Economics or Business Administration or statistics
<b>Deputy/Assistant Director</b> (Legal)	law	Attorney -at-law	Attorney -at-law
<b>Deputy/Assistant Director</b> (Finance)	Finance or Accountancy or Commerce	Finance or Accountancy or Commerce or Management Accountancy	Finance or Accountancy or Commerce

Table 02

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

**Method of Application**

1. The application form could be downloaded from the Official website of TRCSL [www.trc.gov.lk](http://www.trc.gov.lk).
2. Applications sent without using relevant format will be rejected.
3. Completed applications should be sent together with copies of certificates of educational/ professional qualifications and details of work experience.
4. Applications should be clear and legible and those which do not confirm to the requirements will not be considered.
5. All applications **should** be sent **through the Registered Post to “Director General – Telecommunications Regulatory Commission of Sri Lanka, No. 276, Elvitigala Mw, Colombo 08” indicating the post applied on the top left-hand corner of the envelope on or before 29.07.2024**

**General Conditions**

1. Every applicant should be a citizen of Sri Lanka & should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the Island.
2. Applicants who do not possess the required qualifications as at the closing date of applications will not be considered.
3. Any form of canvassing will be treated as a disqualification.
4. The Telecommunications Regulatory Commissions of Sri Lanka (TRCSL) reserves the right to decide on the number of positions to be filled or postpone /cancelled
5. The TRCSL is a regulatory authority, wherein any person being recruited for employment in the TRCSL shall not promote, advance, or advocate directly or indirectly for appointment or employment of his/her spouse or any member of the family in or to a position in an institution that is under to the regulatory control of the TRCSL.
6. Employees from Government Departments. Corporations and Statutory boards should forward their applications through the respective Head of the Institution indicating the possibility of being released if selected.

Director General  
Telecommunications Regulatory Commission of Sri Lanka  
NO. 276  
Elvitigala Mw  
Colombo 08