



Recruitment to the Post of Translator – Sinhala/ English to Tamil (External)

Applications are invited from qualified candidates to fill the vacancies of the above post of the Telecommunications Regulatory Commission of Sri Lanka (TRCSL)

(1) Job Description

- Translating the reports/letters/documents from English to Sinhala or Tamil and vice versa
- Translating the reports/letters/documents from Tamil to Sinhala and vice versa
- Coordinating the translation tasks outsourced
- Proof-reading and reviewing the drafts and documents.

(2) Required Minimum Educational/Professional Qualifications and Experience

A Bachelor's Degree from a University recognized by the University Grant Commission, Sinhala/ Tamil/ English as a subject of the degree .

And

03 years post qualifying experience as a sworn Translator

(3) Recruitment Procedure

Recruitment will be done on the merit results of a written examination, structured interview & a practical test.

(4) **Salary :-** TRC 4.1 -Rs. 70,380 (10x1173) -(10x1564)-(10x1955)-(10x2346) – 140,760

(5) **Age :** 18-45 years by the closing date of applications

(6) Method of Application

1. The application form could be downloaded from the Official website of TRCSL www.trc.gov.lk.
2. Applications sent without using relevant format will be rejected.
3. Applications should be clear and legible and those which do not confirm to the requirements will not be considered.
4. Completed applications should be sent together with copies of certificates of educational/ professional qualifications and details of work experience.
5. All applications along with copies of the certificates of educational and Professional qualifications should be sent through the Registered Post to “Director General – Telecommunications Regulatory Commission of Sri Lanka, No. 276, Elvitigala Mw, Colombo 08” indicating “ Application for the post of Translator - Tamil” on the top left-hand corner of the envelope **on or before 05.03.2025**
6. A scanned copy of the application should be sent to the email careers@trc.gov.lk along with the relevant educational & professional certificates. Subject of the email should be “Recruitment to the post of Translator (External) – 2025”
7. Applicants who are employed at Government institutions should submit their applications through the Head of the institution.
8. Applications should be **submitted on or before 05.03.2025**

(7) 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.

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