



**INSTITUTE OF NATIONAL SECURITY STUDIES,
SRI LANKA (INSSSL)
MINISTRY OF DEFENCE**



VACANCIES

The Institute of National Security Studies Sri Lanka (INSSSL) is the premiere National Security Think Tank under the Ministry of Defence. INSSSL conducts a broad array of national security research for the Ministry of Defence and hires outstanding individuals for a wide array of research and research support roles, including full-time researchers.

Applications are called for the post of **Research Assistant** from suitably qualified candidates who are citizens of Sri Lanka.

Educational Qualifications:

A Bachelor's Degree in International Relations / Peace and Conflict Studies / Defence Studies / Intelligence Studies/ Terrorism Studies/ Social Science / International Law which is recognized by the University Grants Commission, Sri Lanka.

Note:

- The above is the minimum qualification. Candidates with better educational qualifications are preferred.
- Ability to write in fluent English is essential.

Age :

Should not be less than 18 years of age and not more than 45 years

Closing Date for Applications :

November 04th, 2018

How to Apply :

Duly completed signed applications together with the certified copies of the proofs of relevant educational qualifications, experience along with the names and contact details of two non-related referees should be sent by;

- 1) e-mail to careers.insssl@gmail.com with the subject titled as "**Job application : Research Assistant**"

OR by

- 2) Registered post to reach the **Director (Administration), Institute of National Security Studies Sri Lanka (INSSSL), 8th Floor, "SUHURUPAYA", Sri Subhuthipura Road, Battaramulla.** The post applied for should be clearly mentioned on the top left corner of the envelope.

Applications received are shortlisted and successful applications will be called for a structured interview. Applications which are received after the closing date or without copies of the certificates will not be considered.

Please refer the www.defence.lk web link for more information.

**Director (Administration),
Institute of National Security Studies Sri Lanka (INSSSL),
8th Floor, "SUHURUPAYA",
Battaramulla.**

Position of Research Assistant

Job Title	Research Assistant
Job Family	Research Staff
Number of Positions	Two
Reporting Relationship	Director General / Director (Research) / Research Analyst
Contractual	For fixed term of six months including a probation period of initial three months from the date of joining the Institute and this will not confer any right of permanence.
Age Limit	Should not be less than 18 years of age and not more than 45 years
Educational Qualifications	<p>A Bachelor's Degree in International Relations / Peace and Conflict Studies / Defence Studies / Intelligence Studies/ Terrorism Studies/ Social Science / International Law which is recognized by the University Grants Commission, Sri Lanka.</p> <p>Note:</p> <ul style="list-style-type: none"> • The above is the minimum qualification. Candidates with better educational qualifications are preferred. • Ability to write in fluent English is essential.
Overall Purpose and Role	Shall be associated with the selected centre and will assist in research work
Job Description	<ul style="list-style-type: none"> ~ Present and publish one research articles ~ Publish one Web Commentary ~ Publish web commentaries and issue/ policy briefs as per the work norms, prescribed on joining ~ Organize round tables, workshops, seminars, conferences,

	<p>meetings under the aegis of the Centre/ Institute</p> <ul style="list-style-type: none"> ~ Individually carry out research activities related to own focused area of research ~ Other institutional tasks as agreed upon with Director General
Desired Skill-Set	<ul style="list-style-type: none"> ~ Keen interest in analyzing current national and international affairs in the related area ~ Provide leadership to younger scholars ~ Excellent communication and interpersonal skills ~ Ability to attend to detail ~ Work under strict timelines ~ Pro-active ~ Flair for team work
How to Apply	<p>Duly completed signed applications together with the <u>certified copies of the proofs of relevant educational qualifications, experience along with the names and contact details of two non-related referees</u> should be sent by;</p> <ol style="list-style-type: none"> 1) e-mail to careers.insssl@gmail.com with the subject titled as "Job application : Research Assistant" OR by 2) Registered post to reach the Director (Administration), Institute of National Security Studies Sri Lanka (INSSSL), 8th Floor, "SUHURUPAYA", Sri Subhuthipura Road, Battaramulla. The post applied for should be clearly mentioned on the top left corner of the envelope. <p><i>Applications received are shortlisted and successful applications will be called for a structured interview. Applications which are received after the closing date or without copies of the certificates will not be considered.</i></p>
Closing Date for Applications	<ul style="list-style-type: none"> ~ Application must reach on or before 04th November, 2018 ~ Institute will not be responsible for the postal delays or technical issues with internet

Selection Procedure	<ul style="list-style-type: none">~ Applications received are shortlisted and successful applications will be called for a structured interview.~ Applications which are received after the closing date or without copies of the certificates will not be considered.
----------------------------	---