



**SOUTH ASIAN ASSOCIATION  
FOR REGIONAL COOPERATION  
SECRETARIAT**

**Email/Fax Message No.067/8/0 6  
SAARC/ESC/SCC/Admn/2015**

The Secretariat of the South Asian Association for Regional Cooperation (SAARC) presents its compliments to the Ministries of Foreign/External Affairs of the Member States of SAARC and has the honour to forward herewith the vacancy announcement received from the SAARC Cultural Centre (SCC), Colombo, for the following two posts.

- i) Deputy Director (Research)
- ii) Research Officer

It would be appreciated if necessary publicity could be given to the above-mentioned vacancy announcement.

The Secretariat of the South Asian Association for Regional Cooperation (SAARC) avails itself of this opportunity to renew to the Ministries of Foreign/External Affairs of the Member States of SAARC the assurances of its highest consideration.

**12 January 2015**



**Ministries of Foreign/External Affairs  
[SAARC Division]  
Member States of SAARC**

**cc: SAARC Cultural Centre  
Colombo.**



## SAARC CULTURAL CENTRE - SRI LANKA VACANCY ANNOUNCEMENT

The SAARC Cultural Centre, established in Sri Lanka is a Regional Centre under the South Asian Association for Regional Cooperation (SAARC) and will act as a "Centre of Excellence" in the field of culture in bringing the peoples of South Asia closer.

The following vacancy is announced at the SAARC Cultural Centre.

### DEPUTY DIRECTOR (RESEARCH)

- Place of Posting** : Sri Lanka
- Tenure of the Post** : 3 (three) years
- Age** : Maximum 50 years
- Qualifications** : Master's or higher degree from a recognised university in Social/Management Sciences and Esthetic Studies. Preference will be given to Ph.D in Social/ Management Sciences.
- Experience** : At least 15 years experience in research in the field of culture or social sciences.  
Preference would be given for experience to tangible and intangible heritage in the SAARC region.
- Summary of job description** : To assist the Director in implementation of the research and other development programmes of the SAARC Cultural Centre
- To supervise the functioning of staff in the area of Research
- Preparation of reports and periodical review of research programmes of the SAARC Cultural Centre
- Assist the Director in preparation of publications of the centre
- Assist the Director in administrative, financial and coordination work in the related field.

### RESEARCH OFFICER

- Place of Posting** : Sri Lanka
- Tenure of the Post** : 3 (three) years
- Age** : Maximum 48 years
- Qualifications** : At least Master's or higher degree from a recognised university in Social/Management Sciences. Preference will be given to higher degrees in Social/ Management Sciences.
- Experience** : 10 years experience of training and research work in reputed organization in the field of culture with competence in the design, implementation, analysis, conceptualization and organization of participative training courses, workshops and seminars at all levels; be able to handle, co-ordination of research work independently and working knowledge of computer, excellent written and verbal skills in English are essential.
- Summary of job description** : To assist the Director/ Deputy Directors in implementation of the work programme of the SAARC Cultural Centre
- Provide assistance in the area of research, Training and dissemination of information
- Provide assistance in the preparation of reports and periodical review of research and training programmes of the SAARC Cultural Centre
- Contribute as internal faculty for the training programmes, workshops, seminars etc.
- Any special assignment given by the Director/Deputy Directors as and when necessary

Further details please visit [www.saarcculture.org](http://www.saarcculture.org)

Applications may be sent to the SAARC Secretariat through the SAARC Division of the Ministries of Foreign/ External Affairs of the Member States of SAARC to reach the Director, SAARC Cultural Centre, No. 224, Baudhaloka Mawatha, Colombo 7, Sri Lanka latest by 15 February 2015.