



SOUTH ASIAN ASSOCIATION
FOR REGIONAL COOPERATION
SECRETARIAT

Message No: 145 ADMN 25
No. SAARC/Admin/SCC/2026

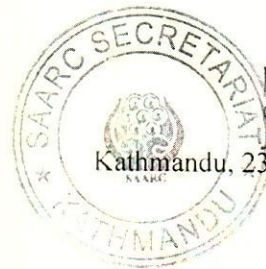
The Secretariat of the South Asian Association for Regional Cooperation (SAARC) presents its compliments to the Ministries of Foreign/External Affairs of all Member States and has the honour to convey that the SAARC Cultural Centre (SCC) would like to announce vacancy for the recruitment of Deputy Director (Research).

The Secretariat has further honour to request the esteemed Member States to take necessary measures for widest possible circulation of the advertisement, including the uploading on the websites of the following:

1. Ministry of Foreign/External Affairs;
2. Relevant Ministry (ies) and offices;
3. Relevant professional organizations/bodies/institutions; and
4. Relevant publicly accessible sites

A copy of the SCC's letter No. SCC/ADM/REC/Pro.S/2026/02 dated 06 February 2026 along with the vacancy announcement, details of qualification, experience, job description, application procedures, allowances and other entitlements and application form, is enclosed. Further details are available on SCC's website (www.saarcculture.org), and the deadline for submission of application is 10 April 2026.

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 all esteemed Member States of SAARC the assurances of its highest consideration.



Kathmandu, 23 February 2026

Ministries of Foreign/External Affairs,
(SAARC Division/Department)
Member States of SAARC



SAARC CULTURAL CENTRE - SRI LANKA
VACANCY ANNOUNCEMENT

The SAARC Cultural Centre (SCC), Colombo, Sri Lanka, is the Regional Centre for Art and Culture established by the South Asian Association for Regional Cooperation (SAARC). The Centre works to promote regional unity through cultural integration and inter-cultural dialogue, and contributes to the preservation, conservation, and protection of South Asia's cultural heritage within the framework of the SAARC Agenda for Culture.

The SAARC Cultural Centre invites applications from suitably qualified nationals of SAARC Member States for the following position:

DEPUTY DIRECTOR (RESEARCH)

Place of Posting : Colombo, Sri Lanka

Tenure of the Post : Three (03) years

Age Limit : Below 52 Years

Qualifications : Master's Degree or higher from a recognized university, preferably in Cultural Studies, Social Sciences, Humanities, Archaeology, Anthropology, or Aesthetic Studies.
Preference will be given to candidates with a PhD in Social Sciences or Humanities.

Experience : Minimum of fifteen (15) years of research experience in Culture, Art, or Social Sciences.
At least ten (10) years of experience at the level of Deputy Director or an equivalent position.
Proven track record in conceptualizing and developing research programmes.
Experience in designing and conducting participatory training workshops and seminars.
Ability to coordinate and manage research programmes independently.
Sound knowledge of computer applications and excellent written and verbal communication skills in English.

Summary of

Job Description : Planning and implementation of research programmes of the SAARC Cultural Centre.
Preparation of concept papers, schedules, monitoring, and reporting.
Supervision of staff engaged in research programmes.
Assistance to the Director in the preparation of publications.
Establishment and maintenance of effective working relationships with internal and external stakeholders.

Allowances and

Benefits : Living allowances - US \$ 1,580.70 per month
Residential Accommodation
Education Allowance for Children
Medical Allowance

Application Procedure:

Applicants who possess the requisite qualifications and experience should submit their applications together with copies of educational and professional qualifications, details of work experience, and the names and addresses of two (02) non-related referees. Candidates employed in Universities, Government Departments, Corporations, or Statutory Boards must apply through the Head of their respective institutions.

Applications should be forwarded to the Director (ESC), SAARC Secretariat, Kathmandu, Nepal, through the SAARC Divisions of the Ministries of Foreign Affairs of SAARC Member States, to reach the Director, SAARC Cultural Centre, No. 224, Bauddhaloka Mawatha, Colombo 07, Sri Lanka, on or before 10 April 2026.

For further details please visit www.saarcculture.org

Any form of canvassing will result in automatic disqualification. The decision of the Selection Panel shall be final.

Director

SAARC Cultural Centre

No. 224, Bauddhaloka Mawatha, Colombo 7.

Web: www.saarcculture.org,

Email: admin@saarcculture.org



SAARC

SAARC Cultural Centre (SCC)
NO. 224, Bauddhaloka Mawatha, Colombo. Sri Lanka

APPLICATION FORM

Name of the post -Deputy Director (Research)

INSTRUCTION: Please fill up the form completely and clearly. Type or print in ink. If needed, additional pages may be attached. Be sure to sign and date the form.		Affix Photograph		
1. Name (As per certificate):				
2. Present Address (with Tel. /Cell. /E-mail Number):				
3. Mailing Address (If separate from present address):				
4. Permanent Address (with Tel./Cell. /E-mail Number):				
5. A) Place of Birth:				
5. B) Date of Birth:		Day	Month	Year
5. C) Age as on 20 th March 2026		Day	Month	Year
6. (A) Citizenship at Birth:		6. (B) Present Citizenship:		
7. Sex (Check):		Male		Female

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13. State your professional competence in the post applied for (Not more than 150 words, please enclose supporting documents, if any):

14. Language proficiency [Please tick (✓) in the appropriate box. Also enclose certificate if there be any]:

	Read			Write			Speak		
	Excellent	Good	Fair	Excellent	Good	Fair	Excellent	Good	Fair
English									
Others:									

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C:

Dates		Salaries per annum (Excl. Allowances)		Exact title of your post
		Starting	Present	
From	To			
...../...../...../...../.....			
Name of Supervisor				
Name & address of Employer		Total Tax	Number & kind of employees supervised by you: Professional - Other support staff -	
Description of your work:				

D:

Dates		Salaries per annum (Excl. Allowances)		Exact title of your post
		Starting	Present	
From	To			
...../...../...../...../.....			
Name of Supervisor				
Name & address of Employer		Total Tax	Number & kind of employees supervised by you: Professional - Other support staff -	
Description of your work:				

18. Have you any objections to making inquire of your present / last employer?

 Yes

 No

19. References: List three persons not related to you who are familiar with your character and qualifications.

Full Name	Full Address with telephone no.

20. Legal convictions (include all convictions other than those for minor violations like road traffic). Please state last first.

Charge	Date	Where	Conviction

Recommendation of the concerned Ministry

I do hereby certify that Dr. /Mr. /Ms. /Mrs. _____
_____ of the Ministry of _____

shall be released on deputation to join the SAARC Cultural Centre (SCC), Colombo, Sri Lanka (SCC), as per stipulated date if he/she is appointed as

Date: _____

Signature: _____

Name: _____

Address: _____

Officer Seal

