



University of Kelaniya - Sri Lanka.
VACANCIES

Applications will be received from qualified persons to fill the vacancies of the University of Kelaniya, Sri Lanka.

1. Post : Management Assistant (Book keeping) Grade 111

Qualifications :

1. Should have passed the G.C.E. (O/L) Examination in six (06) subjects at one sitting with credit passes in :-
 - i. Sinhala Language / Tamil Language
 - ii. English Language / English Literature
 - iii. Mathematics

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2. Should have Passed in all subjects at G.C.E. (A/L) Examination (except the Common General Paper) at one sitting.

Preference will be given to those who possess the following;

- (a) An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.

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- (b) Two years of experience in the use of computer application packages.

Post specific Qualifications

In addition to the qualifications mentioned above, the candidates should have possessed post specific qualifications mentioned below.

- a) The National Certificate for Accounting Technicians of the Sri Lanka Technical College/ Collage of Technology under the Ministry of Skills Development and Vocational Training or any other equivalent qualification obtained from the recognized institute.

OR

- b) G.C.E. (A/L) qualification should be in the Commerce Stream.

NOTE :-

- (a) Should be a citizen of Sri Lanka.
- (b) Should be not less than 18 years and not more than 30 years of age on the closing date of applications.
- (c) Should be of good character.

Salary Method : UMN 1 (III) – 30,725 – 17x300 - 35825 (Monthly)

Method of Selection : By Written Examination and interview.

2. Post : Management Assistant (Store keeping) Grade 111

Qualifications :

1. Should have passed the G.C.E. (O/L) Examination in six (06) subjects at one sitting with credit passes in :-
 - iv. Sinhala Language / Tamil Language
 - v. English Language / English Literature
 - vi. Mathematics

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2. Should have Passed in all subjects at G.C.E. (A/L) Examination (except the Common General Paper) at one sitting.

Preference will be given to those who possess the following;

- (c) An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.

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- (d) Two years of experience in the use of computer application packages.

Post specific Qualifications

In addition to the qualifications mentioned above, the candidates should have possessed post specific qualifications mentioned below.

One year experience in Store – Keeping and/or a pass in the subject of Commerce at the G.C.E. (Ordinary Level) Examination or in the subject of Accountancy at the G.C.E. (Advanced Level) Examination.

NOTE :-

- (a) Should be a citizen of Sri Lanka.
- (b) Should be not less than 18 years and not more than 30 years of age on the closing date of applications.
- (c) Should be of good character.
- (d) A Security Deposit to be furnished as determined by the UGC/ Higher Educational Institution

Salary Method : UMN 1 (III) – 30,725 – 17x300 - 35825 (Monthly)

Method of Selection : By Written Examination and interview.

3. Post : Management Assistant (Shroff) Grade 111

Qualifications :

01. Should have passed the G.C.E. (O/L) Examination in six (06) subjects at one sitting with credit passes in :-

- vii. Sinhala Language / Tamil Language
- viii. English Language / English Literature
- ix. Mathematics

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02. Should have Passed in all subjects at G.C.E. (A/L) Examination (except the Common General Papers) at one sitting.

Preference will be given to those who possess the following;

- (a) An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.

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- (b) Two years of experience in the use of computer application packages.

Post specific Qualifications

In addition to the qualifications mentioned above, the candidates should have possessed post specific qualifications mentioned below.

Out of the three passes expected at the G.C.E. (Advance Level) Examination under the general educational qualifications mentioned in the Schemes of Recruitment, one shall be for Accountancy.

NOTE :-

- (a) Should be a citizen of Sri Lanka.
- (b) Should be not less than 18 years and not more than 30 years of age on the closing date of applications.
- (c) Should be of good character.
- (d) A Security Deposit to be furnished as determined by the UGC/ Higher Educational Institution.

Salary Method : UMN 1 (III) – 30,725 – 17x300 - 35825 (Monthly).

Method of Selection : By Written Examination and interview.

4. Post : Supervisor (Civil) Grade 111

Qualifications :

- (i) (a) National Certificate in Technology or equivalent qualifications with 3 years experience may be obtained while following the NCT course ;

OR

- (b) G.C.E. (Ordinary Level) Examination in 6 subjects at not more than 2 sittings with at least 5 years ' experience as a Supervisor in the relevant field in a Government , Local Government or State Corporation or a recognized Engineering Establishment.

- (ii) Age – Not more than 45 years.

Salary Method : U-MT 1(III) Rs.31625 - 7×300; 10×355 - 37275 (Monthly).

Method of Selection : By an interview.

5. Post : Supervisor (Electrical) Grade 111

Qualifications :

- (i) (a) National Certificate in Technology or equivalent qualifications with 3 years experience may be obtained while following the NCT course ;

OR

- (b) G.C.E. (Ordinary Level) Examination in 6 subjects at not more than 2 sittings with at least 5 years ' experience as a Supervisor in the relevant field in a Government , Local Government or State Corporation or a recognized Engineering Establishment.

- (ii) Age – Not more than 45 years.

Salary Method : U-MT 1(III) Rs.31625 - 7×300; 10×355 - 37275 (Monthly).

Method of Selection : By an interview.

6. Post : Supervisor (Landscape) Grade 111

Qualifications :

1. G.C.E. (Ordinary Level) Examination in 6 subjects at not more than 2 sittings;

And

11. Successful completion of one year's practical training course in Agriculture conducted by the Department of Agriculture or equivalent.

Age – Not more than 45 years.

Salary Method - U-MT 1(III) Rs.31625 - 7×300; 10×355 - 37275 (Monthly).

Method of Selection : By an interview.

7. Post : Works Superintendent (Civil)

Qualifications :

- (i). (a) National Diploma in Technology or equivalent qualifications and have at least four years experience in the relevant field after obtaining such qualifications.

NOTE: Period of in-plant training will not be counted for the four years ' experience

- (b) National Certificate in Technology or equivalent qualifications and have at least ten years experience in the relevant field after obtaining such qualifications.

(II) Age : Should be not above 45 years.

Salary Method : UMN 2 (11) - 37,275 – 18×470 - 45735 (Monthly).

Method of Selection : By an interview.

8. Post : Carpenter Grade 11

Qualifications :

- (i). Ability to read and write;
- (ii). Should be conversant with the –
- (a) various types of joints and preparation of such joints for work in carpentry used in building and furniture trade;
 - (b) use of various types of tools, various species of wood and reading of drawings;
 - (c) reading of scales up to 1/32" accurately.
- (iii). Not less than 2 years ' experience in carpentry.

NOTE: Preference will be given to those having passed the 7th standard.

(iv) Age – Not more than 45 years.

Salary Method : (U-PL 3 III) රු. 29915 - 16x 270 – 34235 (Monthly).

Method of Selection : By trade test and interview

9. Post : Nurseryman, Grade (11)

- (i) Ability to read and write.
- (ii) Must have a thorough knowledge of all aspects of plant propagation techniques such as propagation of cuttings, layerings, in archings, buddings, grafting and potting and nursery management and pruning.
- (iii) Must be able to identify different plants and seeds cultivated on the farm or garden.
- (iv) Must have a knowledge of packing plants for despatch.
- (v) At least 2 years Z experience as a Nurseryman.
- (vi) Age – Not more than 45 years.

Salary Method : (U-PL 2 III) රු. 28025 - 16x 270 – 32354 (Monthly).

Method of Selection : By Aptitude test and interview

10. Post : Technical Officer (ICT) Grade III

Qualifications :

01. Should pass in three (3) subjects at the G.C.E. (A/L) examination in one sitting in Science subjects in the Science stream; Subject combination/s to be decided by the Faculty concerned upon the recommendation of the Department.

AND

02. Having obtained a certificate of proficiency not below than the N.V.Q. Level 5 issued by a Technical/Vocational Training Institute accepted by the Tertiary and Vocational Education Commission or recognized Institution in the field of Information Communication and Multimedia Technology / Information and Communication Technology/Information Technology or Equivalent.

- Preference will be given for who have work experience in ICT.

03. Age should be not less than 18 years and not more than 45 years.

Salary Method : U-MT 1(IIIA) Rs. 31625 - 7x300; 10x355 - 37275 (Monthly).

Method of Selection : By written and /or practical test and interview

Method of Application :

Application forms could be downloaded from the University Website (www.kln.ac.lk). Duly completed Applications on prescribed forms should be sent with copies of relevant certificates, indicating the post applied for on the top left hand corner of the envelope to reach the **Assistant Registrar/ Non-Academic Establishment Division, University of Kelaniya, Dalugama, Kelaniya**, to be received on or before **28th September 2020**.

Age limit will be not applicable for applicants from higher Education Institutes, Government Departments, Corporations and Statutory Boards and they should channel their applications through the respective Head of Institutions.

The University reserves the right to shortlist the candidates.

Applications which are not fulfilling the required qualifications, incomplete, illegible applications and those received after the closing date will be rejected and they will not be considered again under any circumstance.

Registrar
University of Kelaniya
09.09.2020