

VACANCIES - UVA WELLASSA UNIVERSITY

01. MARSHAL (GR. II)

Qualifications:

1) A graduate of a recognized University/ Higher Educational Institution.

Physique –

Male – Height: 5’5”

Chest: 32” deflated

Female – Height: 5’4”

Note : Preference will be given to those who possess experience in Police/ Armed Forces and active participation in sports activities, social welfare activities within the University or at National Level.

OR

2) A person who has experience in a post not below the rank of Major in the Armed Forces in Sri Lanka or not below the equivalent rank in Sri Lanka Police.

Selection : By Interview.

Salary Scale : U-MN 3 (II) Rs:42,885 – 18 x 660 – 54,765 p.m.

Age – Between 30 – 45 years.

02. MANAGEMENT ASSISTANT (BOOK KEEPING) GR. III,

03. MANAGEMENT ASSISTANT (SHROFF) GR.III

04. MANAGEMENT ASSISTANT (STORE KEEPING) Gr. III

Qualifications:

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

a) Sinhala Language/Tamil Language

b) English Language/English Literature

c) Mathematics

AND

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.

AND

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

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

Post Specific Qualifications :

I. Management Assistant Gr. III (Book keeping)

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

OR

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

II. Management Assistant Gr. III (Shroff)

a) Out of the three passes expected at the G.C.E.(A/L) Examination under the general educational qualifications mentioned in the Scheme of Recruitment, one shall be for Accountancy.

Note : A Security Deposit to be furnished as determined by UGC/ Higher Educational Institution.

III. Management Assistant Gr. III (Store keeping)

One year experience in Store keeping and /or a pass in the subject of Commerce at the G.C.E. (O/L) Examination or in the subject of Accountancy at the G.C.E.(A/L) Examination.

Note : A Security Deposit to be furnished as determined by UGC/ Higher Educational Institution.

Selection : By Written Examination and Interview.

Salary Scale : U-MN 1 (III A) Rs:30,725 – 17 x 300 – 35,825 p.m.

Age : Not more than 30 years.

05. FARM SUPERVISOR (GR. III)

Qualifications:

1) G.C.E. (Ordinary Level) Examination in six (06) subjects at not more than two sittings with passes in Sinhala/Tamil/ English Language or Literature and Arithmetic/Commercial Arithmetic/ Mathematics.

AND

Practical Farm School Certificate or equivalent with ten (10) years’ experience in a state organization **after** obtaining such certificate;

OR

2) School of Agriculture Diploma (Peradeniya or Kundasale) or equivalent with five (05) years experience **after** such Diploma.

Selection : By Interview.

Salary Scale : U-MT 1 (III A) Rs:31,625 - 7x300; 10x355 – 37,275 p.m.

Age : Not more than 45 years.

06. WORKS SUPERINTENDENT (CIVIL) GR. II

Qualifications :

1) National Diploma in Technology or equivalent qualifications

AND

Having at least four (04) years’ experience in the relevant field **after** obtaining such qualifications.

Note : Period of in-plant training will not be counted for the four (04) years’ experience.

OR

2) National Certificate in Technology or equivalent qualifications and have at least ten (10) years’ experience in the relevant field **after** obtaining such qualifications.

Selection : By Interview.

Salary Scale : U-MN 2 (II) Rs:37,275 – 18 x 495 – 46,185 p.m.

Age : Not more than 45 years.

07. PUBLIC HEALTH INSPECTOR (GR. III)

Qualifications :

Should have passed the Public Health Inspectors Examination conducted by the Department of Health and have at least 3 years’ experience since qualifying.

Selection : By Interview.

Salary Scale : U-MT 1 (III A) Rs:31,625 - 7x300; 10x355 – 37,275 p.m.

Age : Not more than 45 years.

08. TECHNICAL OFFICER (AUDIO VISUAL)

Qualifications:

1) Should have passed three (03) subjects at the G.C.E. (A/L) Examination in any stream.

AND

2)

a) Having obtained a certificate of proficiency not below than the NVQ Level 5 in the field of Electronics and Telecommunication / Electronics / Multimedia or Audio-Visual Techniques from an Institution recognized by the Tertiary and Vocational Education Commission or a Statutory Institution which has been established by an Act passed by the Parliament.

OR

b) Having obtained technical qualifications in the field of Electronics and Telecommunication/ Electronics/ Multimedia or Audio Visual Techniques accepted as equivalent to the above qualification of (2) (a) by the Tertiary and Vocational Education Commission with one year experience in Audio Visual work in reputed organization.

Selection : By written and/or practical test and an Interview.

Salary Scale : U-MT 1 (III A) Rs:31,625 - 7x300; 10x355 – 37,275 p.m.

Age : Not more than 45 years.

09. AUDIT ASSISTANT (GR.II)

Qualifications:

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

a) Sinhala Language/Tamil Language

b) English Language/English Literature

c) Mathematics

AND

2) Should have passed in all subjects at G.C.E. (A/L) Examination (except the Common General Paper) at one sitting. (Passing in 3 subjects under the old syllabus at one sitting would be sufficient for this purpose).

AND

3) **Post specific qualifications :**

a) Preliminary Level/Licentiate I /Foundation Level /CAB I/ Executive Level of Institute of Chartered Accountants in Sri Lanka or equivalent.

OR

b) Foundation Level of Chartered Institute of Management Accountants (CIMA).

OR

c) Higher National Diploma in Accountancy (HNDA) of Sri Lanka Institute of Advanced Technological Education (SLIATE)

OR

d) Membership of Association of Accounting Technicians (AAT) of Sri Lanka.

AND

4) Minimum of two (02) years experience in Auditing in State or Recognized Private Organization.

Selection : By Interview.

Salary Scale : U-MN2 (II) Rs:37,275-18x495 - 46,185 p.m.

Age : Not more than 45 years.

10. SECURITY INSPECTOR (GR. II)

Qualifications:

1) (a) G.C.E. (O/L) Examination in 6 subjects at not more than 2 sittings with credit passes in 5 subjects. The credit passes must include Sinhala/ Tamil language or Literature and Arithmetic/ Commercial Arithmetic/Mathematics.

AND

2) Not less than 5 years satisfactory service in the Police or Armed service or Security Service in the UGC or Higher Educational Institute or other recognized security organization.

3) Should have actively participated in sports.

4) Height: Not less than 5 feet 4 inches

5) Chest: Not less than 34 inches (Normal)

Selection : By Interview.

Salary Scale : U-MN 1 (IIIA) Rs:30,725-17x300 - 35,825 p.m.

Age : Not more than 45 years.

11. NURSING OFFICER (GR. II)

Qualifications:

1) G.C.E. (Ordinary Level) Examination in six (06) subjects at not more than two sittings with credit passes in three (03) subjects.

AND

2) Certificate of Competence as a Nurse recognized by the Sri Lanka Medical Council.

Selection : By Interview.

Salary Scale : U-MT 1 (III A) Rs:31,625 - 7x300; 10x355 – 37,275 p.m.

Age : Not more than 45 years.

In addition, the Government approved allowances applicable to the University System will be paid.

Other Conditions

- All Applicants should be Sri Lankan Citizens.
- The duly completed application on prescribed forms together with the copies of relevant certificates and complete curriculum vitae should be sent under Registered cover to reach the **Assistant Registrar, Human Resources Division**, Uva Wellassa University, Passara Road, Badulla on or before **01.03.2021**. The application forms and relevant information could be downloaded from the University website <http://www.uwu.ac.lk/vacancies/>.
- The candidates who apply for more than one post should submit separate applications in separate covers for each post. **Please mark relevant post on the top of the left-hand corner of the envelope.**
- Candidates in the service of the University Grants Commission and Higher Educational Institutes, Government Departments, State Corporations and Statutory Boards should channel their applications through the Heads of their respective Institutions. Advance copies of applications may be sent in the first instance. Applications which are not forwarded through the respective Heads of Departments will be rejected.
- Age limit is not applicable to applicants in the service of the Government Departments, State Corporations and Statutory Boards.
- Incomplete applications, applications without supporting documents and applications received after the closing date will not be considered. University reserves the right to shortlist the candidates and call only such candidates for interview.

Registrar

Uva Wellassa University

055 - 2226370

31.01.2021