



# UNIVERSITY OF SRI JAYEWARDENEPURA

## VACANCIES

Applications are invited from suitably qualified candidates for the undermentioned posts of University of Sri Jayewardenepura.

### 01.) Technical Officer (ICT) Grade III

#### Qualifications

01. Should have passed in three (3) subjects at the G.C.E. (A/L) examination in one sitting in any Stream; Subject combinations 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 to those having work experience in ICT.

#### Salary Code

UMT- 1 (IIIA)

Rs.28607-7x271 10x321-33714 (Monthly) (17/2016 according to the as at 2019.01.01)

UMT- 1 (IIIA)

Rs.31625 7x300 10x355- 37275 (Monthly) (17/2016 (V) according to the as at 2020.01.01)

#### METHOD OF RECRUITMENT:

- Selection by written test and an interview.

#### CONDITIONS:

- Age should be not less than 18 years and not more than 45 years..
- Selected candidate will be on probation period of three (03) years.
- Applications from University System / Government Departments / Corporations I Statutory Boards should channel their applications through the Heads of their respective Institutions.
- Selected candidates will contribute 10% their monthly salary to the Universities' Provident Fund while the employer will make a contribution of 8% to Universities Pension Fund and 7% to the Universities Provident Fund. In addition they will become contribute an amount equivalent of 3% to the salary to the Employees' Trust Fund.

#### APPLICATIONS AND PARTICULARS:

- Self-prepared applications should be sent to the Assistant Registrar / Non Academic Establishment Division, University of Sri Jayewardenepura, Gangodawila, Nugegoda with copies of relevant certificates to reach on or before 21.12.2020.
- The post applied should be mentioned on the top left-hand corner of the envelope.
- Applications which do not conform to these qualifications, incomplete applications and the late applications will be rejected.

**Registrar,  
University of Sri Jayewardenepura,  
Gangodawila, Nugegoda.**

04.12.2020



### University of Sri Jayewardenepura The application for the External Candidates

for office use only

Application for the post of .....

01. (a) Name with initials : .....

(b) Names denoted by initials : .....

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02. Whether Mr. / Mrs. / Miss : .....

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03. (a) Postal Address : .....

(b) Private Address : .....

(c) E-mail : .....

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04. Telephone Number : Residence ..... Mobile .....

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05. ID card number : .....

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06. Date of Birth : ..... Age as at the closing date of application  
Year : ..... Month : .....

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07. Civil Status : .....

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08. State whether a citizen of Sri Lanka by Descent or Registration  
If by Registration, give Registration No. : .....

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09. State whether Sinhala, Tamil, person of Indian Origin or Muslim : .....

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10. Schools Attended (1) .....

(2) .....

(3) .....

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11. Education Qualifications : G.C.E. (O/L) and G.C.E. (A/L) (Please attach the certified copies of original certificates)

**G.C.E. (O/L)**

Year :..... (1st sitting)	Grade	Year:..... (2nd sitting)	Grade
Subject		Subject	
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

**G.C.E. (A/L)**

Year :..... (1st sitting)	Grade	Year:..... (2nd sitting)	Grade
Subject		Subject	
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

12. University Education : (Please attach the certified copies of original certificates)

University / Higher Education Institute	Course Followed (With Subjects)	From - To	Date of Final examination (Indicate class or grade )
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

13. Highest Examination passed in Sinhala / English:

(1) Sinhala : .....

(2) English : .....

14. Where a period of experience is a requirement for the post applied state of such experience: .....

15. Experience : (Please attach the certified copies of original certificates)

Department/Institute	Post	From			To		
		Year	Month	Day	Year	Month	Day
.....	.....	.....	.....	.....	.....	.....	
.....	.....	.....	.....	.....	.....	.....	
.....	.....	.....	.....	.....	.....	.....	

16. Other qualifications : (Please attach the certified copies of original certificates)

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17. Present Occupation (if applicable) :

(a) 1. Post : .....

2. Date of appointment to present post : .....

3. Whether confirmed in the present post : .....

4. Place of work (University/ Institute) : .....

(b) Salary Scale : .....

Present Salary : .....

Basic : .....

Allowances : .....

18. Previous appointment including those under training, if any, with dates.

University / Institution :	Post	Salary Scales	From	To
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

19. Any other Particulars:

I certify that all particulars stated by me in this application are true and accurate. I am aware that if these particulars are found to be false or inaccurate prior to my selection, my application will be rejected and that if particulars are found to be false or inaccurate after my selection, I will be dismissed from service without compensation.

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Date. Signature of Applicant

NOTE: Applicants in the services of Government Corporation or Statutory Boards should forward their applications through the Heads of Institutions concerned.

This is only for external applicants.

Registrar  
University of Sri Jayewardenepura, Sri Lanka.

Forward, I certify that the particulars given in columns 01 to 19 of this application are correct according to the applicant's personal file. He/She could be released from this Institution if selected for an appointment.

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Date: Head of the Department  
Official Seal: