

NOTICE

POST OF ACADEMIC SUB WARDEN (FEMALE) (Part-Time) Makandura

Applications are invited from;

- Permanent academic, academic support staff and temporary academic staff for the post of Academic Sub Warden

(Wherever accommodation facilities are available, selected candidates will be provided with free accommodation at the respective hall.)

Duties assigned to the Academic Sub Warden are as follows:

1. Maintenance of discipline of students in the halls of residence
2. Overseeing the welfare facilities of the resident students.
3. It will be your responsibility to see that;
 - a) No unauthorized persons are residing at the halls of residence at any given time.
 - b) No ragging or any other harassment or intimidation is taking place at the halls of residence.
 - c) Make sure that a proper system of security is provided to the persons residing at the halls and also to the University properties.
 - d) Protecting the University property & prevent vandalism in the halls of residence.
4. You are required to hold a monthly meeting of the hall management committee and forward the minutes of the same to the Vice- Chancellor.
5. Extend fullest cooperation to the students at your hall of residence in their extra curricular activities.
6. It is your responsibility to give the fullest cooperation to all the activities of the full-time sub warden.
7. Any violations of item (03) above to be informed promptly to the Vice-Chancellor. In the absence of the Vice-Chancellor to the Registrar through the Academic Warden.

The prospective applicants are requested to apply with the CV with all contact details to reach my office on or before 31.08.2022.


Sr. Prof. Udith K. Jayasinghe
Vice-Chancellor

15.08.2022

VICE-CHANCELLOR

WAYAMBA UNIVERSITY OF SRI LANKA
KULIYAPITIYA