



# NOTICE

## Post of Coordinator/Training Centre for Distance & Continuing Education (CDCE) University of Peradeniya.

Applications are invited from Senior Academic Staff Members (Senior Lecturer Grade II or above) of this University with experience in teaching and training to fill the above vacancy.

In addition to the above, the candidate should be able to work as a member of a team. The Coordinators will plan and organize the programmes in the respective areas in consultation with the Director/CDCE. The Coordinators are also expected to assist the Director to achieve the objectives of the CDCE in the respective areas.

### Duties and Functions of the Coordinator/Training

The Division of Training is responsible for designing, planning and conducting of training classes for delivery of instructions, on prescribed modules/courses for certificates-, diploma and degree-level courses, using on-line, print and appropriate audio-visual learning resources. This unit will also be responsible for training offered through regional training centres by providing resource persons and conducting training sessions for trainers.

The Coordinators should serve the CDCE a minimum of 15 hours per week and the position carries an allowance of 20% of the basic salary. The appointment will be for a period of three years. The duties and functions to be performed by the Coordinators are given in the annexure.

Self made applications along with an updated CV and one page statement on how you would contribute towards the advancement of the CDCE should be submitted to the Vice Chancellor through a proper channel on or before **30.08.2022**

  
VICE-CHANCELLOR  
UNIVERSITY OF PERADENIYA