



NOTICE

POST OF DIRECTOR (PART TIME) HUMAN RESOURCE DEVELOPMENT UNIT (HRDU)

UNIVERSITY OF PERADENIYA

Applications are invited from Senior Academic Staff Members (Senior Lecturer Grade I or above) with administrative experience, preferably with experience in Human Resource Management of the University of Peradeniya for the above post at Human Resource Development Unit (HRDU).

The appointment will be for a period of three years and the Director will have to serve the Human Resource Development Unit (HRDU) a minimum of 15 hours per week and report to the Vice-Chancellor. The position carries an honorarium of 25% of the basic salary per month.

The duties of the Director/HRDU are as follows:

- Function as the Chief Executive Officer of the SHRDU,
- Develop and adopt Standard Operating Procedures for the SHRDU,
- Executive all assigned functions under the direction and guidance of the Management Committee and in liaison with the Administrative Officer of the Unit and Staff.

Self made applications along with an updated CV and one page statement on how you would contribute towards the advancement of the Human Resource Development Unit (HRDU) should be submitted to the Vice Chancellor on or before **31st March 2023**.

Please note that applications submitted after the deadline will not be considered.

A handwritten signature in black ink, appearing to be 'P. S. E.', written over a horizontal line.

**VICE-CHANCELLOR
UNIVERSITY OF PERADENIYA**

Vice - Chancellor
University of Peradeniya
Peradeniya - Sri Lanka