



**RAJARATA UNIVERSITY OF SRI LANKA  
MIHINTALE  
VACANCIES**

Rajarata University of Sri Lanka will entertain applications from suitably qualified persons for the following post up to **11<sup>th</sup> September 2023**.

**Post of Assistant Bursar (Contract Basis)**

Candidates who wish to apply for the post of Assistant Bursar (Contract Basis) should possess the following minimum qualifications.

1. Pass in the final II examination of the institute of Chartered Accountants of Sri Lanka of its equivalent.  
OR
2. (a) (i) Should possess a Bachelor's Degree specialized in Accounting from a recognized University/ Higher Educational Institute.  
  
OR  
  
(ii) Should possess a Bachelor's Degree from a recognized University/ HEI with a pass in the Intermediate level Examination of the Institute of Chartered Accounts of Sri Lanka or its equivalent.  
  
OR  
  
(iii) Should possess a Higher National Diploma in Accountancy (HNDA) of Sri Lanka Institute of Advanced Technological Education (SLIATE) or its predecessor.  
  
AND  
  
(b) Two (02) years of experience in Accounting/Auditing in a Government/ State corporation or reputed private sector organization.

**Common Facts :**

Age : Should not be less than twenty two (22) years and not more than thirty (30) years of age.

• <b>Salary:-</b>	Basic Salary	-	Rs. 50,625.00
	Cost of Living Allowance	-	Rs. 7,800.00
	Allowance 02/2022		Rs. 5,000.00
	<b>Total monthly salary</b>	-	<b>Rs. 63,425.00</b>

**Method of Recruitment:** Selection by a structured interview.

***Special Note:***

**The applicants who wish to join on Secondment and Sabbatical Leave may also apply.**

**Benefits**

Appointees will become contributors to the Universities Provident Fund and to Employees Trust Fund.

**How to apply**

*The applicants of Public Service, Government Departments, and corporations should submit their applications through the respective Heads of Institutions.*

*Certified Photocopies of the certificates of Educational/ Professional qualifications and Service Certificates if any should be sent along with the application.*

*All applications should be sent under registered cover to reach the Assistant Registrar/ Non Academic Establishments, Rajarata University of Sri Lanka, Mihintale **on or before 11<sup>th</sup> September 2023.***

**The post applied should be indicated on the top left-hand corner of the envelope. Applications received after the closing date, applications not in accordance with the format given in the University website and incomplete applications will be rejected.**

Registrar  
Rajarata University of Sri Lanka,  
Mihintale.  
29.08.2023