



UNIVERSITY OF COLOMBO SCHOOL OF COMPUTING POST OF ASSISTANT LIBRARIAN

The University of Colombo School of Computing will entertain applications from suitably qualified persons for the above posts up to **28th February 2019**.

01. Educational Qualifications

(A) ASSISTANT LIBRARIAN

- 1 A First or a Second Class (Upper Division) in a Special Degree

OR

2. A Second Class (Lower Division) in a Special Degree or a First or a Second Class (Upper Division) in a General Degree,

OR

3. A Pass in a Degree Examination and a Postgraduate Degree of at least 02 academic years duration in the field of Library and Information Sciences with a research component by way of thesis/dissertation

Selection criteria:

The University of Colombo School of Computing reserves the right to short list the candidates and applicants will be shortlisted based on their qualifications and work experience. The shortlisted candidates will be called for the interview.

Notes:

- (a) The applicant should have knowledge and experience in the subject areas in the field of computing to be considered for the post.
- (b) The applicants who have postgraduate and professional qualifications in the Library and Information Sciences will be given special consideration.
- (c) Previous work experience in the University environment will also be considered as an added qualification.

02. SALARY AND OTHER CONDITIONS OF APPOINTMENT:

Salary Code & Scale of Post of Assistant Librarian;

[U-AC 3 (IV)]: Rs.54,600 – 10 x 1335 – 67,950 p.m. (as at 01.01.2020)

(In addition, Government approved allowances applicable to the above post will be paid).

The selected candidate will be a member of the Universities Provident Fund as well as of the Universities Pension Scheme. He/ She will contribute 10% of his/her monthly salary to the Universities provident Fund and at the same time the employer will make a total contribution equivalent to 15% of the employees' salary of which 8% will be credited to the Universities Pension Fund and 7% to the Universities Provident Fund. Three percent (3%) of the salary will be contributed by the University to the Employees' Trust Fund in terms of the provisions of the Employees' Trust Fund Act, No.46 of 1980.

The appointment will be on probation for a period of three years which may be extended at the discretion of the Council of the University of Colombo.

The other conditions of appointment will be in accordance with provisions of the Universities Act No.16 of 1978, Universities (Amendment) Act No. 7 of 1985 and Universities (Amendment) Act No. 1 of 1995 and Ordinances, By Laws, Regulations and Rules etc. made thereunder.

IMPORTANT:

- 1) Applicants from Higher Educational Institutions, Government Departments and Government Corporations should apply through the Heads of such Institutions. Applications which do not conform to this requirement will be rejected. Such applicants are strongly advised to submit and advance copy to the postal address given below.

Postal Address:

Senior Assistant Registrar/ Establishments
University of Colombo School of Computing
No. 35, Reid Avenue
Colombo 07.

- 2) Duly completed applications should be forwarded with copies of relevant certificates (with the transcripts) under registered cover to reach the Senior Assistant Registrar/ Establishments, University of Colombo School of Computing, No. 35, Reid Avenue, Colombo 07 on or before **28th February 2019**. The post applied for should be indicated on the top left-hand corner of the envelope.
- 3) Applications received after the closing date will not be considered. Incomplete applications will be rejected.

Instructions to fill the application:

- You will have to complete the [online application](#) in the UCSC website using your personal details.
- Complete and submit the application.
- Print the completed application form and sign.
- Send the printed form along with copies of academic qualifications, to the address mentioned below, on or before **28th February 2019**.
- The name of the post in respect of which the application is sent, should be stated on the top left hand corner of the envelope.
- Applications received after the closing date, incomplete or not submitted in the format provided in the UCSC website will be rejected.

Director
University of Colombo School of Computing
No. 35, Reid Avenue
Colombo 07.
07.02.2019