



UNIVERSITY OF PERADENIYA

VACANCIES

Applications are invited from suitably qualified persons for the following posts in the University of Peradeniya.

1) INTERNAL AUDITOR

Salary Scale: 95320-7x2170; 11x2700-140210 p.m. [U-EX 3(II)]

Qualifications:

- (a) Should possess the Membership of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent;

AND

- (b) Should possess at least six (06) years of experience in accounting and/ or auditing in an executive capacity after acquiring the qualification at 1(a) above.

OR

- A holder of the post of Deputy Accountant/ Deputy Bursar/ Deputy Internal Auditor in the University Grants Commission or Higher Educational Institution/ Institute with the following:
 - Confirmed in that post with three (03) years of satisfactory service in the post of which one (01) year should be after acquiring the qualification at 1(a) above.

OR

- A holder of the post of Senior Assistant Accountant/ Senior Assistant Bursar/ Senior Assistant Internal Auditor in the University Grants Commission or Higher Educational Institution/ Institute with all of the following:
 - Confirmed in that post with ten (10) years of experience in accounting and/ or auditing in an executive capacity;
 - At least eight (08) years of satisfactory service of above ten (10) years should be in the post of Senior Assistant Accountant/ Senior Assistant Bursar/ Senior Assistant Internal Auditor in the University System;
 - Three (03) years of above eight (08) years of experience should be after acquiring the qualification at 1(a) above.

OR

- A holder of the post of Deputy Accountant/ Deputy Bursar/ Deputy Internal Auditor in the University Grants Commission/ Higher Educational Institution/ Institute with all of the following:
 - Confirmed in the post;
 - Possess Intermediate qualification of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent;
 - Possess a Masters' Degree in Accountancy/ Finance/ Management* from a recognized University/ HEI;
 - Twelve (12) years of experience in accounting and/ or auditing in an executive capacity after successful completion of the Intermediate qualification of the CASL or its equivalent;
 - Ten (10) years of above experience should be in the post of Senior Assistant Accountant/ Senior Assistant Bursar/ Senior Assistant Internal Auditor or above in the University system.

OR

- A holder of the post of Deputy Accountant/ Deputy Bursar/ Deputy Internal Auditor in the University Grants Commission/ Higher Educational Institution/ Institute with all of the following:
 - Confirmed in the post with three (03) years of satisfactory service in that post;
 - Possess a Bachelor's Degree from a recognized University/ HEI;
 - Possess Intermediate qualification of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent

Higher National Diploma in Accountancy (HNDA) conducted by the Sri Lanka Institute of Advanced Technological Education (SLIATE) or its predecessor;

- Fourteen (14) years of experience in accounting and/ or auditing in an executive capacity after obtaining the Intermediate qualification/ HNDA stated above;

- At least five (05) years of such experience should be in the post of Deputy Accountant/ Deputy Bursar/ Deputy Internal Auditor and/ or in the post of Senior Assistant Accountant/ Senior Assistant Bursar/ Senior Assistant Internal Auditor in the University system carrying the salary scale denoted by salary code U-EX 2(I).

OR

- A holder of the post of Deputy Accountant/ Deputy Bursar/ Deputy Internal Auditor in the University Grants Commission/ Higher Educational Institution/ Institute with all of the following:
 - Confirmed in that post;
 - Possess a Bachelor's Degree from a recognized University/ HEI

the Intermediate qualification of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent

OR

Higher National Diploma in Accountancy (HNDA) conducted by the Sri Lanka Institute of Advanced Technological Education (SLIATE) or its predecessor;

- Not less than eighteen (18) years of experience in accounting and/ or auditing in the University system;

- Three (03) years of above experience should be in the post of Deputy Accountant/ Deputy Bursar/ Deputy Internal Auditor in the University system.

OR

- A holder of the post of Accountant Grade II of the Sri Lanka Accountants' Service with the following:
 - Should possess the Membership of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent;

or

Master's Degree in Accountancy/ Finance/ Management* from a recognized University/ HEI.

Note: 'Accounting and/or Auditing' experience means, experience gained in an executive capacity in Accounting and/or Auditing in a State or Reputed Private Sector Organization.

* Term **'Management'** means a Degree in Management/ Public Administration/ Business Administration with major component in Accounting and Finance.

Method of Recruitment:

Selection by a structured interview

Age Limit: Age limit will not apply. The compulsory retirement age of employees of the University service is sixty years. The selected candidate will be on probation for a period of three years reckoned from the date of assumption of duties.

Other Benefits:

- The holder of the post of Internal Auditor will be eligible after confirmation in the appointment, for Sabbatical Leave of one year's duration with pay or two years' duration without pay on completion of the seven years of service. Those proceeding abroad on Sabbatical Leave shall be entitled to receive full air passage for himself/ herself as well as for the spouse.
- Further training where appropriate will be supported by the University.
- Research allowance and transport facilities and communication facilities will be provided according to prevailing circulars.

2) PROJECT MANAGER (CONSTRUCTION WORKS)

Salary Scale: Rs. 66180-8x1335; 8x1630-89900 p.m. [U-EX-2(II)]

Qualifications:

- (a) Should possess a B. Sc. Engineering Degree from a recognized University/HEI specializing in Civil Engineering

OR

Should possess a B. Sc. Engineering Degree from a recognized University/HEI specializing in Quantity Surveying

OR

Equivalent professional qualifications recognized by the Institution of Engineers, Sri Lanka (IESL)

AND

- (b) Possess a Corporate Membership from a recognized Engineering Institute

OR

Possess a Corporate Membership from a recognized Institute of Quantity Surveying

AND

- (c) A minimum of 10 years of relevant experience in construction projects, handling contracts as well as managing direct labour.

Method of Recruitment:

Selection by a structured interview

Age Limit: Age limit will not apply. The compulsory retirement age of employees of the University service is sixty years. The selected candidate will be on probation for a period of three years reckoned from the date of assumption of duties.

Other Benefits:

- The holder of the post of Project Manager will be eligible after confirmation in the appointment, for Sabbatical Leave of one year's duration with pay or two years' duration without pay on completion of the seven years of service. Those proceeding abroad on Sabbatical Leave shall be entitled to receive full air passage for himself/ herself as well as for the spouse.
- Further training where appropriate will be supported by the University.
- Research allowance and communication facilities will be provided according to prevailing circulars.

3) AUDIT ASSISTANT (GRADE II)

Salary Scale: Rs. 37275 – 18x495 – 46185 p.m. [U-MN 2 (II)]

Qualifications:

- Should have passed the G.C.E (O/L) Examination in six (06) subjects at one sitting with credit passes in -

- Sinhala Language/ Tamil Language
- English Language/ English Literature
- Mathematics

AND

- Should have passed in all subjects at G.C.E (A/L) Examination (except the Common General Paper) at one sitting.

(Passing in 3 subjects under the old syllabus at one sitting would be sufficient for this purpose.)

AND

- Post specific qualifications:
 - Preliminary Level/ Licentiate I/ Foundation Level/ CAB I/ Executive Level of Institute of Chartered Accountants in Sri Lanka or equivalent.

or

- Foundation Level of Chartered Institute of Management Accountants (CIMA).

or

- Higher National Diploma in Accountancy (HNDA) of Sri Lanka Institute of Advanced Technological Education (SLIATE).

or

- Membership of Association of Accounting Technicians (AAT) of Association of Accounting Technicians of Sri Lanka

AND

- Minimum of two (02) year experience in Auditing in State or recognized Private Organization.

Preference will be given to those who possess an acceptable qualification in computer applications of not less than six months duration obtained from a recognized Institute.

Age limit: Should be not less than 18 years and not more than 45 years of age at the closing date of applications.

4) SWIMMING POOL SUPERVISOR (GRADE III)

Salary Scale : Rs. 30725 - 17x300 - 35825 p.m. [U-MN I (III)]

Qualifications:

- Should have passed G.C.E (Ordinary Level) Examination in six (06) subjects in not more than two (02) sittings with five (05) credit passes including Sinhala/Tamil/English Language or Literature and Mathematics.

AND

- Should have passed at least two subjects (other than the General Papers) at the G.C.E (Advanced Level) Examination.

Age limit: Should be not less than 18 years and not more than 45 years of age at the closing date of applications.

In addition, candidates should have the following Post Specific skills A Certificate issued by a recognized Institution/ Association certifying the possession of the following skills;

- Swimming and teaching of four basic swimming strokes.
- First aid and life guard.
- Computer Literacy will be an added qualification.

General Notes:

- The University reserves the right to shortlist the applications and summon candidates for the interview, based on the prevailing rules and regulations.
- Employees of Government/ Corporations should forward their applications through the Heads of respective Departments/ Corporations along with a certified statement of the present salary particulars. The applications which are not received through the proper channel on or before the closing date will not be considered.
- The selected candidates will become contributors to the Universities Provident Fund as well as the Universities Pension scheme, the contributions being 10% from the employee to the Provident Fund and 7% and 8% from the employer to the Provident Fund and Pension Fund respectively. Further contribution of 3% will be made by the employer to the Employees Trust Fund.
- Application forms should be downloaded from the University Website at <http://www.pdn.ac.lk/jobs> and duly completed application along with photocopies of certificates in proof of qualifications and experience should be sent by Registered Post to Senior Assistant Registrar, Non-Academic Establishments Division, University of Peradeniya on or before 05th October 2020.
- Name of the post in respect of the application, should be stated on the top left-hand corner of the envelope.
- Applications will not be entertained personally and the University will not bear any responsibility for such submissions. Incomplete, illegible, late applications, applications without documents of proof and applications which are not submitted through prescribed format will be rejected.

Acting Registrar

University of Peradeniya

06th September 2020