VACANCIES

The University of Colombo will entertain applications from qualified persons for the following post up to 16.08.2024.

POST OF TECHNICAL OFFICER GRADE II SEGMENT A

Qualifications:

1. National Diploma in Technology or equivalent Qualification (in the fields of IT(Computer Science, Computer Engineering, Computer Networks, System Administration, and related fields)/ Electronic/ Electrical/ Mechanical Engineering or Agriculture)

    OR

2. Higher National Diploma in Engineering (IT/ Electronic/ Electrical/ Mechanical)

    OR

3. Higher National Diploma in the relevant field (IT/ Electronic/ Electrical/ Mechanical Engineering or Agriculture)

    OR

4. Diploma in the relevant field of at least two years' full-time duration obtained from a recognized Institute with one year experience in the relevant field. (in the fields of i to iii below mentioned)

    i. Diploma in Medical Laboratory Technology/ Medical Laboratory Science
    ii. Diploma in Biomedical Sciences / Agriculture
    iii Diploma in Molecular Biology /Biotechnology/ Chemistry/ Biological Science/ Agriculture

- **Note: On the requirement of the University, t**he candidates who have obtained the above qualifications in the relevant fields will be called for a practical test.

Age: Not more than 45 years

Salary Scale: UMT 1 (II) – Rs. 35145-7X 355; 9X495-42085 p.m.

In addition, the Government-approved allowances applicable to the University system will be paid.

Method of Recruitment: Selection by practical test and interview

The selected candidate will be a member of the Universities Provident Fund and 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 employee's 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 instructions for completing the application process can be obtained by visiting the University website. (https://cmb.ac.lk/vacancies)**.**

All applications should be submitted by filling out the Google Form under the relevant link.

https://docs.google.com/forms/d/e/1FAIpQLSfRhkj2NGicqERSRqMIPoDjQuKE-ZtB5ZoVhn_FLk-R4KGIyQ/viewform?usp=sf_link

It is **compulsory** to send the hard copy of the **same** generated PDF document with the signature of the Candidate. Any alterations made to the original document and non-submission of the hard copy of the original PDF document cause disqualification from the selection process. If the prospective candidate is currently employed at a higher educational institution, government department, or government corporation, the recommendation of the head of the institution shall also be included in the application.

Additionally certified copies of relevant educational (including transcripts), professional, extra-curricular, and service certificates are also required to be enclosed to the said complete application and be forwarded the same under the registered post & e-mail (**recruit@nonaca.cmb.ac.lk**) to the **Senior Assistant Registrar/ Non Academic Establishments, University of Colombo, 94, Cumaratunga Munidasa Mawatha, Colombo 03** on or before the deadline.

The Post applied for should be marked on the top left-hand corner of the envelope. Applications without photocopies of relevant certificates and received after the closing date will not be considered. Incomplete applications will be rejected.

Applicants from Government Departments, Corporations and / or other Statutory Boards should channel their applications through the Head of such Institutions.

Registrar
University of Colombo
Colombo 03

INSTRUCTIONS TO THE APPLICANTS

- Before applying, the candidate should read the complete advertisement on the University website carefully and ensure that he/she fulfills the minimum qualifications of the interested post/s.

- It is mandatory to fill in all the required fields in the online application system. Relevant annexures should be uploaded as a zip file. Incomplete applications which do not comply with the instructions will be rejected.

- Filling of all fields should be completed during one single attempt. Please note that candidates do not have the option to save and continue later.

- Upon successful submission of the application, the candidate will receive an automatic acknowledgment of receipt. If the candidate has not received an acknowledgment of receipt, he/she has not submitted his/her application correctly, and the University of Colombo will not consider him/her as a candidate.

- Candidates should furnish their application with true and correct information. If any of these particulars are found to be false or inaccurate, the candidate is liable to be disqualified before the selection and to be dismissed without any compensation if the inaccuracy is detected after the appointment.

- Candidates should ensure that they complete and submit their application online well in advance of the closing date to meet the deadline. Candidates bear full responsibility for the timely submission of their applications. The University of Colombo cannot be liable for any delays that are unrelated to its system.

- Upon submission of the above form, the application process will not be considered complete. After submission, the candidate will be received an email with instructions for completing the application process.

- If the candidate encounters any problems with the application process, they can contact Non-Academic Establishment Division by emailing recruit@nonaca.cmb.ac.lk or contact via +94 112 55 38 66

https://docs.google.com/forms/d/e/1FAIpQLSfRhkj2NGicqERSRqMIPoDjQuKE-ZtB5ZoVhn_FLk-R4KGIyQ/viewform?usp=sf_link