



SOUTH EASTERN UNIVERSITY OF SRI LANKA

VACANCIES

The South Eastern University of Sri Lanka will entertain applications up to 04.08.2017 from suitably qualified persons for the following posts:

01. SENIOR ASSISTANT REGISTRAR (LEGAL & DOCUMENTATION)

Qualifications:

1. An Attorney-at-Law with a Degree in Law from a Recognized University/HEI with a minimum of five(05) Years of post-qualifying experience in Court Work, legal work and drafting legal documentations in a state or reputed private sector organization.

Salary Scale : [U-EX 2(II)]

Rs. 46,131 - 8x883; 8x1082 - 61,851 p.m. as at 01.01.2017

Rs. 64,710 - 8x1240; 8x1520 - 86,790 p.m. as at 01.01.2020

Selection : By Structured Interview, Applicants who have scored 40% marks or above at the structured interview are eligible to be considered for selection

Note: 'Experience' means the experience gained in handling court works/legal work and drafting legal documents in the executive capacity in a State or Reputed Private Sector Organization.

02. DIRECTOR / PHYSICAL EDUCATION

Qualifications:

- a) Should possess a degree in Physical Education from a recognized University/ HEI or equivalent with at least ten (10) years of experience in organizing and implementing the physical educational programmes after obtaining such degree.

Or

- b) Should possess a degree from a recognized University/ HEI with postgraduate qualification in Physical Education or professional qualification in the relevant field with at least twelve (12) years of experience in organizing and implementing the physical educational programmes in reputed institutes after obtaining the first degree/ professionals qualifications.

Or

- c) A holder of the post of Assistant Director/ Physical Education in the University system and confirmed in that post with not less than five (05) years of service in that grade.

Salary Scale : [U-EX 2(II)]

Rs. 46,131 - 8x883; 8x1082 - 61,851 p.m. as at 01.01.2017

Rs. 64,710 - 8x1240; 8x1520 - 86,790 p.m. as at 01.01.2020

Selection : By Structured Interview, Applicants who have scored 40% marks or above at the structured interview are eligible to be considered for selection

03. FARM MANAGER GRADE III

Qualifications:

Should possess a four year degree in Agriculture from a recognized University / HEI with not less than two (02) years of field experience in Crop, Husbandry and/or Animal Sciences in a recognized establishments after graduation.

Salary Scale: U-EX 1 (II)

Rs. 35,556 - 3x801 - 37,959 (EB) - 38,842 - 12x883 - 49,438 p.m. as at 01.01.2017

Rs. 49,860-3x1125-53,235 (EB) 54,475; 12x1240-69,355p.m. as at 01.01.2020

Selection :By Structured Interview, Applicants who have scored 40% marks or above at the structured interview are eligible to be considered for selection

04. MARSHAL, GRADE - II

Qualifications:

(a) A Graduate from a recognized University

(b) Age between 30-45 years

(c) Physique -

Height - 5'5"

Chest - 32" deflated

Note: Preference will be given to those with Police Armed Forces background and active participation in Sports activities, Social Welfare Activities and Recreation Programmes within the University and at National Level.

Salary Scale: U-MN 3 (II)

Rs. 30,380 - 18x438 - 38,264 p.m as at 01.01.2017

Rs. 42,590 - 18x615 - 53,660 p.m as at 01.01.2020

Selection: By Structured Interview

05. FARM SUPERVISOR (LOWER GRADE)

Qualifications:

(i) G.C.E (Ordinary Level) Examination in six (06) subjects at not more than 2 sittings with passes in Sinhala / Tamil / English Language or Literature and Arithmetic / Commercial Arithmetic / Mathematics.

And

Practical Farm School Certificate or equivalent with ten (10) years' experience in a state organization after obtaining such certificate,

Or

(ii) School of Agriculture Diploma (Peradeniya or Kundasale) or equivalent with five (05) years' experience after such Diploma.

Salary Scale: U-MT 1(IIIA)

Rs. 22,571-7x213; 10x253- 26,592 p.m as at 01.01.2017

Rs. 31,625-7x300; 10x355 - 37,275 p.m as at 01.01.2020

Selection: By Structured Interview.

06. SUB-WARDEN (FULL TIME) GRADE- II , MALE / FEMALE

Qualifications:

A Graduate of a recognized University. Preference will be given to those who are with experience in Administration and Management of Hostels.

Salary Scale: U-MN 3 (II)

Rs. 30,380 - 18x438 - 38,264 p.m as at 01.01.2017

Rs. 42,590 - 18x615 - 53,660 p.m as at 01.01.2020

Selection: By Structured Interview.

07. AUDIT ASSISTANT GRADE - II

Qualifications:

- a.) Passes in 04 subjects with 02 credits under the old syllabus or 03 subjects with 02 credits under the new syllabus of the G.C.E. (Advanced Level) examination.

And

Credit passes for English Language/English Literature and Mathematics /Commercial Arithmetic at the G.C.E (Ordinary Level) examination

And

- b.) (i) Preliminary Level/Licentiate I/Foundation Level of Institute of Chartered Accountants in Sri Lanka

Or

(ii) Foundation Level of Chartered Institute of Management Accountants

Or

(iii) Any other qualification determined by the Commission as equivalent to above (b) (i) and (ii)

And

- c.) At least two years' experience in Auditing/ Auditing in State or recognized Private Organization.

Salary Scale : U-MN-1 (III A)

Rs. 21,932- 17x213- 25,553 p.m at at 01.01.2017

Rs. 30,725- 17x300- 35,825 p.m at at 01.01.2020

Selection : By Structured Interview

08. PHARMACIST (LOWER GRADE)

- Qualification:** Certificate of competence as a qualified Pharmacist Recognized by the Sri Lanka Medical Council.
- Salary Scale:** U-MT 1(IIIA)
Rs. 22,571 - 7x213; 10x253 -26,592 p.m as at 01.01.2017
Rs. 31,625-7x300; 10x355 - 37,275 p.m as at 01.01.2020
- Selection:** By Structured Interview

09. PUBLIC HEALTH INSPECTOR, GRADE - III

- Qualifications:**
- (i) Should have passed the Public Health Inspectors Examination conducted by the Department of Health and have at least 03 years' experience since qualifying.
- Salary Scale:** U-MT 1(IIIA)
Rs. 22,571-7x213; 10x253- 26,592 p.m as at 01.01.2017
Rs. 31,625-7x300; 10x355 - 37,275 p.m as at 01.01.2020
- Selection:** By Structured Interview

10. CRAFT DEMONSTRATOR, GRADE - II **(Carpentry, Machine, Fitting, Foundry, Steel metal work, Welding and Smithy)**

Qualifications:

- I. Should have experience in one or more of the following fields
Foundry Practice, Welding & Smithy, Machine Tools, Pattern Making, Sheet metal Work, Carpentry and Metal work

Note: Preference will be given to those who have work experience in more than one field

And

11. Should have a minimum of fifteen (15) years' experience in the University/ Government service or in a recognized Institution as a skilled Craftsman;

Or

- III. Should have at least three(03) years' experience in a skilled special graded post in the University/ Government service or in a recognized Institution in a field mentioned at (1) above

- Salary Scale :** U-MN 1(IIIA)
Rs. 21,932- 17x213- 25,553 p.m at 01.01.2017
Rs. 30,725- 17x300- 35,825 p.m at 01.01.2020

- Selection:** By practical test and structured interview

11. DRAUGHTSMAN (LOWER GRADE)

Qualifications:

- (I) Qualifications in Draughtsmanship obtained at a Draughtsman examination of a Government Department or from a recognized Institution

Salary Scale: U-MT 1(IIIA)

Rs. 22,571-7x213; 10x253- 26,592 p.m as at 01.01.2017

Rs. 31,625-7x300; 10x355 - 37,275 p.m as at 01.01.2020

Selection : By Structured interview.

12. MACHINIST, GRADE - II

Qualifications:

- (a) Should have passed at least 8th standard.
- (b) Should be conversant with -
- (i) Reading scales up to 1/1000 of a millimeter and setting micrometers;
 - (ii) The names, uses and the maintenance of all tools and attachments pertaining to the trade;
 - (iii) Reading and understanding all drawings pertaining to the work;
 - (iv) Operating proficiently the machines (viz: drilling, shaping, grinding or lathes).
- (c) Not less than 2 years' experience in a recognized workshop.

Salary Scale : U-PL 3(III)

Rs. 21,356 - 16x192 - 24,428 p.m as at 01.01.2017

Rs. 29,915 - 16x270 - 34,235 p.m as at 01.01.2020

Selection : By trade test and Structured interview

13. MASON GRADE - II

Qualifications:

- (i) Ability to read and write.
- (ii) Should be conversant with -
 - a) Brick work and the different types of courses used in the construction of wall footings, wall arches, taper pillars, chimneys, sewer chamber etc.;
 - b) All types of plaster, mixing and laying of reinforced concrete;
 - c) Reading plans and setting out foundation for simple construction;
 - d) Colour washing including use of emulsion paint.
- (iii) Not less than 2 years' experience in masonry.

Salary Scales: U-PL 3(III)

Rs. 21,356 - 16x192 - 24,428 p.m as at 01.01.2017

Rs. 29,915 - 16x270 - 34,235 p.m as at 01.01.2020

Selection: By trade test and Structured interview.

14. ELECTRICIAN GRADE - II

Qualifications:

- (i) Ability to read and write;
- (ii) Should be conversant with -
 - (a) Detecting faults, repairs and assembly of materials, transformers and all type of machinery and appliances, cables, wires and their ratings, measuring instruments and their uses, various type of wiring, joining, testing meters and small transformers;
 - (b) Reading and understanding drawings and diagrams. Reading scales and record fractional dimensions;
 - (c) Care and the use of the tools in the trade.
- (iii) Not less than 2 years' experience as an electrician in a Government Department, State Corporation or in a recognized establishment.

Note: Preference will be given to those who have completed Diploma in Electrical Technology or equivalent and experience with transformers and electrical machinery and appliances.

Salary Scale : U-PL 3(III)

Rs. 21,356 - 16x192 - 24,428 p.m as at 01.01.2017

Rs. 29,915 - 16x270 - 34,235 p.m as at 01.01.2020

Selection : By trade test and interview

15. NURSERY MAN GRADE - II

Qualifications:

- (i) Ability to read and write.
- (ii) Must have a thorough knowledge of all aspects of plant propagation techniques such as propagation of cuttings, layering's, in arching's, buddings, grafting and potting and nursery management and pruning.
- (iii) Must be able to identify different plants and seeds cultivated on the farm or garden.
- (iv) Must have knowledge of packing plants for dispatch.
- (v) At least 2 years' experience as Nurseryman.

Salary Scales : U-PL 2(III)
Rs. 20,012- 16x192 - 23,084 pm as at 01.01.2017
Rs. 28,025- 16x270 - 32,345 pm as at 01.01.2020

Selection : By aptitude test and Structured interview

16. GARDENER GRADE - II

Qualifications:

- (i) Ability to read and write.
- (ii) Should have experience in gardening for at least 2 years' at a Horticultural Institution such as the Royal Botanical Garden, Peradeniya or Botanical Garden, Hakgala or Gampaha.

Salary Scale: U-PL 1 (III)
Rs. 19,300 -15x178 - 21,970 p.m as at 01.01.2017.
Rs. 27,025 - 15x250 - 30,775 pm. As at 01.01.2020

Selection: By aptitude test and Structured interview

BENEFITS

- Selected candidates will contribute 10% of their monthly salary to the Universities' Provident Fund, while the employer will make a contribution of 15% of their salary of which 8% will be credited to the Universities' Pension Fund and 7% to the Universities' Provident Fund. In addition, they will become contributors to the Employees Trust Fund under which the University will contribute an amount equivalent to 3% of the salary.
- The Senior Administrative will be eligible for sabbatical leave for one year with pay or two years no-pay on completion of 07 years of service. Those proceedings abroad on sabbatical leave will be entitled to receive full return air passage for self and spouse.
- Age : Not more than 45 years. This age limit does not apply to the employees in Government Departments, State Corporations and Statutory Bodies.

APPLICATIONS AND PARTICULARS

Application form, required qualifications and other details are available in the University website at www.seu.ac.lk. Interested persons can make their application in prescribed form of application downloaded from the University website on payment of Rs. 200/- per application. The fee should be paid in any branch of People's Bank in cash to the credit to the **South Eastern University of Sri Lanka A/C No. 228-1001-9000-1704 People's Bank, Addalaichenai** and attach the Pay in Voucher with the application. Those who wish to apply for more than one post should apply in separate forms for each post.

Duly completed application forms and copies of the certificates should be sent under registered post to reach the **Registrar, South Eastern University of Sri Lanka, University Park, Oluvil # 32360 on or before 04.08.2017**. The title of the post applied for should be indicated at the top left hand corner of the envelope.

Applicants who are employees of Government Departments, State Corporations and Statutory Bodies should forward their applications through the Head of their respective institutions, but may send an advance copy in the first instance. However, no such applicant will be considered for appointment, if the application has not been routed through the respective Head of the State Institution.

Incomplete and illegible applications or applications received after the closing date will be rejected without intimation. South Eastern University of Sri Lanka reserves the right to short list the candidates. Only short listed applicants will be called for an interview.

**Registrar
South Eastern University of Sri Lanka
University Park, Oluvil # 32360**

05.07.2017