SOUTH EASTERN UNIVERSITY OF SRI LANKA

NON ACADEMIC STAFF VACANCIES

POST OF TECHNICAL OFFICER (ICT) GR-III, TECHNICAL OFFICER GR- II, SEG "B", CRAFT DEMONSTRATOR, GR - II AND MACHINIST, GR – III

01. QUALIFICATIONS

- **POST OF TECHNICAL OFFICER (ICT), GR. III**

(i) Should have passed in three (3) subjects at the G.C.E. (A/L) examination in one sitting in any Stream.

AND

(ii) Having obtained a certificate of proficiency not below than the N.V.Q Level 5 issued by a Technical/ Vocational Training Institute accepted by the Tertiary and Vocational Education Commission or recognized Institution in the field of Information Communication and Multimedia Technology / Information and Communication Technology / Information Technology or Equivalent.

❖ Preference will be given for those who have work experience in ICT.

Age – Should be not less than 18 years and not more than 45 years.

Method of Selection - Written and / or practical test and an interview

- **POST OF TECHNICAL OFFICER, GR. II, SEG "B"**

(a) Three (03) G.C.E. (Advanced Level) passes in Biological Science Stream or Physical Science Stream or Technology Streams in one sitting.

AND

(b) Passed a skill oriented formal programme of training relevant to the post of at least one year (full-time) duration or equivalent. The acceptability of the training programme for this purpose shall be judged by the faculty concerned.

Age - Not more than 45 years.

Method of Selection - Practical Test and Interview

- **POST OF CRAFT DEMONSTRATOR, GR. II**

(i) Should have experiences in one or more of the following fields: -

Foundry Practice, Welding & Smithy, Machine Tools, Pattern Making, Sheet Metal Work, Carpentry, and Metal Work

Preference will be given to those who have experience in more than one field.

AND

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

OR

(iii) Should have at least three (3) years' experience in a skilled special grade post in the University / Government Service or in a recognized Institution in a field mentioned at (i) above.

Method of Selection - Practical Test and Interview

- **POST OF MACHINIST, GR. III**

Having obtained a proficiency Certificate not below than the national Vocational Qualifications (NVQ) Level 4 issued by a Technical / Vocational training institute accepted by the Tertiary and Vocational Education Commission, relevant to the function of each post.

Age – Should be not less than 18 years and not more than 45 years.

Method of Selection – Trade Test and Structured Interview

02. REMUNERATION AND OTHER BENEFITS

REMUNERATION

Post	Salary Code	Salary Scale
Post of Technical Officer, (ICT), Gr. III	U-MT 1(III)	Rs.51,095 - 7x540;10x640-60,575 p.m
Post of Technical Officer, Gr. II, Seg. "B"	U-MT 1(III)	Rs.51,095 - 7x540;10x640-60,575 p.m
Post of Craft Demonstrator, Gr. II	U-MN 1(III)	Rs.49,475 - 17x 540- 58,655 p.m
Post of Machinist, Gr. III	U-PL 3(III)	Rs.48,005 - 16x 490- 55,845 p.m

(The other allowances determined by the University Grants Commission will be paid in addition to the above salary)

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.

03. APPLICATIONS AND PARTICULARS

1. The Application Form**,** required qualifications, and other relevant instructions can be accessed by visiting the University website at https://www.seu.ac.lk/vacancy/.

2. Duly completed Application Forms, together with certified copies of relevant educational certificates, professional, extra-curricular, and service certificates, should be sent under registered cover to reach the **Assistant Registrar, Non Academic Establishments Division, South Eastern University of Sri Lanka, University Park, Oluvil #32360**, on or before **21.11.2026.** The title of the post applied for should be clearly indicated on the top left-hand corner of the envelope.

3. Applicants who wish to apply for **more than one post** must submit a separate application for each. A non-refundable fee of Rs. 200/- should be paid to the **South Eastern University of Sri Lanka, A/C No. 228-1001-9000-1704, People's Bank, Addalaichenai**, in respect of each application, and the **original receipt** for the payment should be attached to each application.

4. 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 interview, if the application has not been forwarded through the respective Head of the State Institution.

5. Age limit will be considered as per the relevant provisions of the Establishments Code of the University Grants Commission and Higher Educational Institutions/ Institutes.

6. Applications that are not submitted in the prescribed form**,** incomplete or illegible applications**,** those not accompanied by the required supporting documents and proof of payment of Rs. 200/-**,** and applications not forwarded through the proper channel (in the case of employees of Government Departments, State Corporations, and Statutory Bodies), as well as applications received after the closing date and time, will be rejected without intimation**.** The South Eastern University of Sri Lanka reserves the right to shortlist the applicants, and only shortlisted candidates will be called for examination / interview**.**

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

22.10.2026