



## QUALIFICATIONS FOR VACANCIES

### 01. Technical Officer (ICT) Grade III

**Qualifications** : (i). Should pass 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 who have work experience in ICT.

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

**Selection By** : Written and / or Practical Test and an Interview.

**Salary Scale** : UMT 1(III)  
Rs. 51,095 - 7x540 ; 10 x 640-60,575/= (p.m.)

### 02. Technical Officer (Audio Visual) Grade III

**Qualifications** : (i) Should pass in three (3) subjects at the G.C.E. (A/L) Examination in one sitting in any Stream.

**AND**

(ii) (a) Having obtained a certificate of proficiency not below than the N.V.Q. Level 5 in the field of Electronics and Telecommunication / Electronics / Multimedia or Audio Visual Techniques from an Institute recognized by Tertiary and Vocational Education Commission or a Statutory Institution which has been established by an Act Passed by the Parliament.

**OR**

(b) Having obtained technical qualifications in the field of Electronics and Telecommunication/Electronics / Multimedia or Audio Visual Techniques accepted as equivalent to the above qualification of (ii) (a) by Tertiary and Vocational Education Commission with one year experience in Audio Visual Work in a reputed organization.

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

**Selection By** : Written and / or Practical Test and an Interview.

**Salary Scale** : UMT 1(III)  
Rs. 51,095 - 7x540 ; 10 x 640 - 60,575/= (p.m.)

### 03. Management Assistant Gr. III

**Qualifications** : 1. Should have passed the G.C.E. (O/L) Examination in six (6) subjects in one sitting with credit passes in:-

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

**AND**

2. Should have passed in all subjects at G.C.E. (A/L) Examination (except the Common General Papers) in one sitting. (passing in 3 subjects under the old syllabus in one sitting would be sufficient for this purpose.)

3. Preference will be given to those who possess the following;

(a) An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.

**AND**

(b) Two years of experience in the use of computer application packages.

**Age** : Should be not less than 18 years and not more than 30 years of age on the closing date of applications.

**Selection By** : Written Examination & Interview

**Salary Scale** : UMN 1(III)  
Rs.49,475 - 17 x540 -58,655/= (p.m.)

### 04. Library Information Assistant Gr. III

**Qualifications** : 1. Should have passed the G.C.E.(O/L) Examination in Six (06) subjects in one sitting with credit passes in :-

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

**AND**

2. Should have passed in all subjects at G.C.E. (A/L) Examination (except the Common General Papers) in one sitting. (Passing in 3 subjects under the old syllabus in one sitting would be sufficient for this purpose.)

**AND**

❖ Preference will be given to those who possess the following;

(a) Studentship or Part/ Full qualification in Library and Information Science obtained from a recognized institute.

**AND**

(b) An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.

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

**Selection By** : Test & Interview

**Salary Scale** : UMN 1(III)  
Rs. 49,475 - 17 x 540 - 58,655/= (p.m.)

### 05. Works Aide Grade III

**Qualifications** : Should have passed the G.C.E. (O/L) Examination in Six (06) subjects with at least two (02) credit passes in not more than two sittings.

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

**Selection By** : Trade Test and / or Structured Interview

**Salary Scale** : UPL 1 (III)  
Rs. 42,775 -16 x450 - 49,975/= (p.m.)

**Note** : Every Applicant;

(i) Should be a citizen of Sri Lanka.

(ii) Should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the island.

(iii) Should be of excellent moral character.

In addition to the above basic salary, other allowances approved by the University Grants Commission will also be paid as per the relevant regulations. i.e;

- |                                    |                                |
|------------------------------------|--------------------------------|
| i. Cost of Living Allowance        | Rs. 17,800.00                  |
| ii. Monthly Compensatory Allowance | 36% - Rs.330/= of Basic salary |

#### **CONDITIONS OF SERVICE:**

01. These posts are permanent. The appointments will be on probation for a period of three (03) years.
02. Selected candidates if presently serving in a Government Department will have to obtain their (his / her) release through their respective appointing authority.
03. Government employees will not be entitled to maintain their pension rights whilst in the University Service.

#### **BENEFITS**

01. Selected candidates will begin to contribute to the Universities Provident Fund by means of monthly deductions from his/ her salary and amount equal to ten percent (10%) of his/ her basic salary. The University will, in addition out of its funds contribute at the same time a sum equal to seven percent (07%) of his/ her earnings to the Universities Provident Fund and eight percent (08%) of his/ her earnings to the Pension Fund.
02. Three (03%) per centum of his/ her basic salary will be contributed by the University to the Employees Trust Fund in terms of Provision of the Employees Trust Fund.

#### **HOW TO APPLY**

'Application forms' could be downloaded from the University web site: [www.sab.ac.lk/vacancies](http://www.sab.ac.lk/vacancies).

Applicants from the Public Service/Corporations/Statutory Boards should forward their applications through their respective Heads. Duly completed applications downloaded from the university website along with certified copies of degree certificates, professional certificates etc., should be sent under registered cover, indicating the post applied, on the top left hand corner of the envelope, to reach the **Assistant Registrar / Non-Academic Establishments, Sabaragamuwa University of Sri Lanka, P.O. Box - 02, Belihuloya** on or before **25.04.2025**. Every correspondence or inquiry, if needed with regard to the forwarding of applications please contact 045 2280047.

Applications received after the closing date or incomplete applications those have not been prepared in the prescribed format will be rejected without intimation. The University reserves the right to shortlist the candidates, if necessary.

#### **Registrar**

**Sabaragamuwa University of Sri Lanka**

03.04.2025