

### **Works Superintendent (Civil) Grade II**

**Qualifications:** 1. National Diploma in Technology or equivalent qualifications and have at least four years (04) experience in the relevant field after obtaining such qualifications.

**Note:** Period of in-plant training will not be counted for the 04 years of experience.

**OR**

(b) National Certificate in Technology or equivalent qualification and have at least ten years (10) experience in the relevant field after obtaining such qualifications.

**Selection:** By Interview

**Salary Scale:** U-MN 2(II) Rs.61,275 – 18x890 – 77,295 p.m.

### **Audit Assistant Grade II**

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

- i . Sinhala Language / Tamil Language
- ii . English Language/ English Literature
- iii . Mathematics

**AND**

2. 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**

#### **3. Post specific qualifications:**

- (a) Preliminary Level/ Licentiate I/ Foundation Level / CAB I / Executive Level of Institute of Chartered Accountants in Sri Lanka or equivalent.

**OR**

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

**OR**

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

**OR**

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

**AND**

4. Minimum of two (02) years' experience in Auditing in state corporation or recognized private organization.

Preference will be given to those who possess an acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.

**Note:** In the case of Internal candidates, experience in Accounting / Auditing in the University System / Public Sector/ recognized private organization may be considered for the purpose of reckoning experience in Auditing mentioned in 4 above.

**Selection:** By Interview

**Salary Scale:** UMN 2 (II) Rs. 61,275-18x890-77,295 p.m.

### **Management Assistant Grade III (Book Keeping)**

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

- i . Sinhala Language / Tamil Language
- ii . English Language/ English Literature
- iii . Mathematics

**AND**

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

**AND**

3. Post Specific Qualifications:

- a. The National Certificate for Accounting Technicians of the Sri Lanka Technical College/ Collage of Technology under the Ministry of Skills Development and Vocational Training or any other equivalent qualifications obtained for the recognized Institute.

**OR**

- b. G.C.E. (A/L) qualification should be in the Commerce stream

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

**Selection:** By Written Examination & Interview

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

### **Management Assistant Grade III (Shroff)**

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

- i . Sinhala Language / Tamil Language
- ii . English Language/ English Literature
- iii . Mathematics

**AND**

2. Should have passed in all subjects at subjects at G.C.E. (A/L) Examination (except the Common General Papers) at one sitting and one shall be for Accountancy.

- Preference will be given to those who possess the following:
- i. An acceptable qualification in computer qualifications of not less than six (06) months duration obtained from a recognized institute.

**AND**

- ii. Two years of experience in the use of computer application packages.

**Note:** A security deposit to be furnished as determined by the UGC/ Higher Educational Institution.

**Selection:** By Written Examination and Interview

**Salary Scale:** U-MN1 (III) Rs.49,475 – 17x540 – 58,655 p.m

### **Technical Officer Grade II “Segment B”**

**Qualifications:** (a) Pass in 6 subjects at the G.C.E. (Ordinary Level) Examination including 5 credits obtained in not more than 2 sittings. The credit passes should include Science and Mathematics.

**OR**

(b) Passes in 6 subject at the G.C.E. (Ordinary Level) examination obtained in not more than three sitting and 08 year's satisfactory permanent service in the UGC or Higher Educational Institution/Institute. The subjects passed should include Science and Mathematics;

**OR**

(c) 15 Years' satisfactory permanent service as a Laboratory Attendant in a Higher Education Institution/Institute

**Selection:** By Written Examination & Interview

**Salary Scale:** UMT 1 (III) Rs. 51,095 – 7x540; 10x640 – 60575/- p.m.

### **Technical Officer (Audio Visual) Grade III**

**Qualification:** 1. Should pass in three (3) subjects at the G.C.E. (A/L) examination in one sitting in any Stream.

**AND**

2. (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.

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

**Salary Scale:** UMT 1(III) Rs. 51,095-7x540 ; 10x640–60,575p.m./-

### **Farm Supervisor Grade III**

**Qualifications:** 1. G.C.E. (Ordinary Level) Examination in six (6) subjects at not more than two (2) Sittings with Credit passes in Sinhala / Tamil / English Language or Literature and Arithmetic / Commercial Arithmetic / Mathematics

**AND**

Practical Farm School Certificate or equivalent with ten years' experience in a State Organization after obtaining such certificate

**OR**

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

**Selection:** By Interview

**Salary Scale:** UMT 1 (III) Rs. 51,095 – 7x540 ; 10x640 – 60,575 p.m.

**Driver, Grade II**

**Qualifications:** Having obtained the license issued by the Commissioner General of Motor Traffic for driving heavy vehicles and a minimum of three (03) years experience in driving after obtaining the driving license.

**AND**

Completion of minimum five (05) years satisfactory service in a post in the category of Primary Semi Skilled (U-PL 2) or Primary Unskilled (U-PL 1) and confirmed in the present post.

**Selection By:** By Written Examination & Interview

**Salary Scale:** U-PL 3(III) Rs.48,005 – 16x490 – 55,845 p.m.

**Fitter, Grade II**

**Qualifications:** 1. Employees in Primary Level Semi-Skilled (U-PL) or Un-skilled (U-PL 1) who have been confirmed in the present post and having obtained the qualifications required by the External candidates above.

2. Employees in Primary Level Semi-Skilled (U-PL 2) or Un-skilled (U-PL 1) who have been confirmed in the present post and completed a minimum of five ( 05) years working experience in the relevant field with the skills not below than the National Vocational Qualification (NVQ) Level 2, proven at a trade test.

**Selection:** By Trade Test /By Interview

**Salary Scale:** UPL3(III) Rs. 48,005-16x490-55845/- p.m

**General Conditions:**

- i. Applications for the above posts should be made in the prescribed form sent herewith and returned to the "Senior Assistant Registrar, Human Resource Division, Uva Wellassa University, Passara Road, Badulla on or before 08.09.2025
- ii. The name of the post should be stated on the top left-hand corner of the envelope with certified copies of relevant Education Certificates, Service Certificates and other supporting documents.
- iii. Candidates in the service of the University Grants Commission and Higher Educational Institutions/Institutes, should channel their applications through the Heads of their respective Institutions. Applications which are not forwarded through the respective Heads of Departments will be rejected.
- iv. Applications received after the closing date will not be entertained.
- v. Incomplete applications without supporting documents will be rejected.

Acting Registrar  
Uva Wellassa University