

VACANCIES

Vacancies: Audit Assistant, Translator, Nursing Officer, Technical Officer (Audio Visual), Public Health Inspector, Technical Officer (ICT), Management Assistant, Tractor Operator, Welder

Applications will be received from suitably qualified persons by me for the following posts at the Eastern University, Sri Lanka (EUSL), Vantharumoolai, Chenkalady & Trincomalee Campus, Konesapuri, Nilaveli, Trincomalee.

1. AUDIT ASSISTANT GRADE - II (Trincomalee Campus)

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 in State or recognized Private Organization.

Salary Scale: U-MN-1 (III A) Rs. 30,725- 17x300- 35,825 p.m as at 01.01.2020

Selection : By interview

2. TRANSLATOR GRADE II (Sinhala/ Tamil) - (EUSL & Trincomalee Campus)

Qualifications :

1. Degree of a recognized University with Sinhala/Tamil as a subject;
AND
2. A Credit pass in English Language or Literature at the G C E (O/L) Examination or should have passed the G C E (A/L) or higher examination in the English medium.

Note: Preference will be given to Graduates who have offered English as a subject for the Degree and who are proficient in English & Sinhala languages.

Salary Scale : *U-MN 3 (II)* Rs. 42,885 – 18x660 – 54,765 p.m as at 01.01.2020

Selection : By Test and Interview

3. NURSING OFFICER GRADE II (EUSL & Trincomalee Campus)

Qualifications:

1. G.C.E. (O/L) examination in six subjects at not more than two sittings with credit passes in three subjects
AND
2. Certificate of competence as a Nurse recognized by the Sri Lanka Medical Council.

Salary scale : *U-MT 1 (III A)* Rs. 31,625 – 7x300; 10x355 – 37,275 p.m as at 01.01.2020

Selection : By Interview

4. TECHNICAL OFFICER (AUDIO VISUAL) GRADE II (EUSL & Trincomalee Campus)

Qualifications :

- i. (a) Diploma in Technology of the Open University of Special Engineering Apprenticeship Certificate issued from 1989 by the National Apprenticeship Board or National Diploma in Technology or City and Guilds Final Certificate in the field of Electronics or Power, together with one year's experience in relevant video work.
OR
(b) Diploma in Educational Technology or Diploma in Audio Visual Techniques of a recognized Polytechnic or University provided the courses for the Diploma in Educational Technology or the Diploma in Audio Visual Techniques are of two years duration, with one year's experience in relevant video work.
OR

- ii. Pass in three subjects at the G.C.E. (A/L) Examination in Science in one sitting and six years' experience in Audio Visual Work.

Salary scale : *U-MT 1 (III A)* Rs. 31,625 – 7x300; 10x355 – 37,275 p.m as at 01.01.2020

Selection : By interview

5. PUBLIC HEALTH INSPECTOR, GRADE - III - EUSL

Qualifications:

I. Should have passed the Public Health Inspectors Examination conducted by the De-partment of Health and have at least 03 years' experience since qualifying.

Salary Scale : *U-MT 1(IIIA)* Rs. 31,625 – 7x300; 10x355 – 37,275 p.m as at 01.01.2020

Selection : By interview

6. TECHNICAL OFFICER (ICT) GRADE III -EUSL

Qualifications:

- I. Should pass in three (3) subjects at the G.C.E. (A/L) examination in one sitting in Science Subjects in the Science Stream; Subject combination/s to be decided by the Faculty concerned upon the recommendation of the Department.
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.

Salary scale : *U-MT 1 (IIIA)* Rs. 31,625 – 7x300; 10x355 – 37,275 p.m. as at 01.01.2020

Selection : By Written and /or Practical test and an Interview.

7. MANAGEMENT ASSISTANT GRADE III (BOOK-KEEPING) (EUSL)

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. MathematicsAND
2. Should have passed in all subjects at G.C.E (A/L) Examination (except the Common General Paper) at one sitting.
AND
 - a. The National Certificate for Accounting Technicians of the Sri Lanka Technical College/ College of Technology under the Ministry of Skills Development and Vocational Training or any other equivalent Qualification obtained from 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) month duration obtained from a recognized institute.
&
- b. Two years of experience in the use of computer application packages.

Salary Scale : U-MN-1 (III A) Rs. 30,725- 17x300- 35,825 p.m as at 01.01.2020

Selection : By Written Examination of following Subjects;

- Knowledge in Sinhala /Tamil & English Language
- Intelligent Quotient and General Knowledge
- (Computer Literacy)
- Relevant Subject area.
&
- Interview

8. TRACTOR OPERATOR GRADE II (EUSL)

Qualifications:

- i. Pass in the 8th standard

- ii. Possess a certificate of competence issued by the Commissioner of Motor Traffic to driver all heavy vehicles.
- iii. At least 3 years' driving experience.
- iv. Ability to attend to running repairs.
- v. Minimum height: 5 ft. 2 ½ ins.
- vi. Should possess a good knowledge of the Highway Code
- vii. Must be physically fit for duty during day and night and must have a good eye sight.

Salary Scale : U-PL 2(III) Rs. 28,025 - 16x270 – 32,345 p.m. as at 01.01.2020

Selection : By Aptitude Test and Interview

9. WELDER GRADE II (EUSL)

Qualifications :

I. A Pass in the 8th standard.

II. Should be conversant with -

- a. Reading scales up to 1/32". Reading and understanding simple drawings, methods of preparation of various works for welding. Preparation and perform-ing butt, ilap, fillet, corners, and other types of welding.
- b. Electrodes and various sizes used for different sections and materials current control. Horizontal and vertycal and overhead welding.
- c. Clip, and filling to fine finish. Detecting and rectifying minor faults in acetylene generating plants, correct method or gas cylinders.

III. Not less than 2 years' experience as a Welder in a Government Department, State Corporation or in a recognized engineering establishment.

Salary Scale : U-PL 3 (III) Rs. 29,915 - 16x270 – 34,235 pm. as at 01.01.2020

Selection : By Trade test and Interview

Age: Not more than 45 years

Age limit does not apply to the employees in the services of the Government Department, Statutory Boards, State Corporations and those who are applying for the above.

Note: The University reserves the right to short list and interview only such applicants as the University may consider suitable for appointment.

BENEFITS

- Selected candidate 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.
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METHOD OF APPLICATION

APPLICATION FORMS AND DETAILS IN GENERAL:

Those who wish to apply for the above post could obtain application forms and relevant details from the Office of the Senior Assistant Registrar/Establishments (Academic/Non-Academic), Eastern University, Sri Lanka, Vantharumoolai, Chenkalady from Monday to Friday during office hours by submitting the receipt issued for the deposit a sum of Rs.100/= credited to the Account No: 227-1001-4-0000024, at any branch of the People's Bank, drawn in favor of "Bursar, Eastern University, Sri Lanka". Those who wish to obtain application forms by post are requested to send a self-addressed stamped envelope (23cm x10 cm in size), along with the paid bank slip to the above address. Those who wish to obtain [application forms](#) and relevant details could download on the University website (www.esn.ac.lk). [Downloaded application](#) forms should accompany with the paid bank slip.

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 channeled through the Head of the Department is not received.

CLOSING DATE

Completed application forms along with the copies of the educational qualifications and working experience should be sent under registered cover to reach "*Senior Assistant Registrar / Non-Academic Establishments, Eastern University, Sri Lanka, Vantharumoolai, Chenkalady*" on or before **09.08.2019**.

Incomplete and illegible applications and applications received after the closing date will be rejected.

REGISTRAR
EASTERN UNIVERSITY, SRI LANKA
VANTHARUMOOLAI
CHENKALADY
19.07.2019

www.neermai.com