

**VACANCIES**

The South Eastern University of Sri Lanka will entertain applications up to **20.03.2017** from suitably qualified persons for the following posts:

- ❖ **CAPITAL WORKS AND PLANNING DIVISION**
 - Project Manager – Construction Works
- ❖ **OFFICE OF THE REGISTRAR**
 - Senior Assistant Registrar (Legal And Documentation)
- ❖ **STAFF AND STUDENT WELFARE DIVISION**
 - Chief Marshal
- ❖ **HEALTH CENTRE**
 - Medical Officer
 - Pharmacist (Lower Grade)
 - Nursing Officer Gr.II
- ❖ **LANDSCAPE DIVISION**
 - Gardener Gr.II

Salary Scales:

Project Manager	: Rs. 46,131 - 8x883; 8x1082 – 61,851 p.m. [U-EX 2(II)]
Senior Assistant Registrar (L&D)	: Rs. 46,131 - 8x883; 8x1082 – 61,851 p.m. [U-EX 2(II)]
Chief Marshal	: Rs. 46,131 - 8x883; 8x1082 – 61,851 p.m. [U-EX 2(II)]
Medical Officer	: Rs.38,768 – 10x883; 1x1082 – 48,680 p.m. [U-MO 1(II)]
Pharmacist (Lower Grade)	: Rs. 22,571 – 7x213; 10x253 – 26,592 p.m. [U-MT 1(III)]
Nursing Officer Gr.II	: Rs. 22,571 – 7x213; 10x253 – 26,592 p.m. [U-MT 1(III)]
Gardener Gr.II	: Rs. 19,300 -15x178 – 21,970p.m. [U-PL 1 (III)]

(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.
- The Senior Administrative Officer will be eligible for sabbatical leave for one year with pay or two years no-pay on completion of 07 years of service. Those proceeding abroad on sabbatical leave will be entitled to receive full return air passage for self and spouse.

APPLICATIONS AND PARTICULARS

Application form, required qualifications and other details are available on the University website www.seu.ac.lk Interested persons can make their applications 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 by registered post to reach the **Registrar, South Eastern University of Sri Lanka, University Park, Oluvil # 32360** on or before **20.03.2017**. 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 Heads 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