



**State Ministry of Skills Development, Vocational Education, Research & Innovations**  
**University of Vocational Technology**  
**University College of Ratmalana**

Applications are invited from suitably qualified citizens of Sri Lanka to serve the University College of Ratmalana in the following Post.

01. Assistant Registrar - (01 Post)

02. Lecturer (Probationary) - Employability Modules (01 Post)

**(Details of the Employability Modules - Workplace Information Management/Workplace Communication Management/Planning and Scheduling at work place/Teamwork & Leadership/Problem solving & Decision Making/Creating & Maintaining a learning culture at work place)**

**Age**

- Age should be not less than 22 years and not more than 45 years for the Post of Assistant Registrar
- Age should be not less than 22 years and not more than 60 years for the Posts of Lecturer (Probationary)

**Qualifications required and other conditions of employment:**

**01. Assistant Registrar:**

1. A Degree with First or Second Class of a recognized University /Higher Educational Institute.

OR

2. A Degree of a recognized University with a Postgraduate Degree/Postgraduate Diploma in Administration or Management of a recognized University /Higher Educational Institute.

**02. Lecturer (Probationary) ;**

1. A Degree with specialization in the relevant subject with First Class or Second Class (Upper Division) Honors.

OR

2. A Degree with specialization in the relevant subject with Second Class (Lower Division) Honours and at least 01 year of experience in teaching/research/professional

work in a recognized mercantile establishment/postgraduate studies in a recognized University or Higher Educational Institution;

**OR**

3 (a) A Degree with specialization in the relevant subject without Honours or any other General

Degree with at least Second Class Honors,

**AND**

(b) A Post Graduate Degree with a duration of at least 02 academic years in the relevant subject with a

Research component by way of thesis/dissertation;

**OR**

4 (a) A Degree or equivalent professional qualification offered or recognized by a professional institution established by an Act of Parliament of Sri Lanka in the relevant subject.

**AND**

(b) One year Masters Degree in the relevant subject or equivalent further professional qualification offered or recognized by a professional institution established by an Act of Parliament of Sri Lanka.

**AND**

(c) (i) Five (5) years professional experience after graduation or after securing professional qualification given in 4 (a) (for external applications)

**OR**

(ii) Five (5) year – teaching / library experience after graduation or obtaining equivalent professional Qualification given in 4(a) (for internal applicants) in a recognized Higher Educational Institution.

**OR**

5 (a) A degree or equivalent professional qualification offered or recognized by a professional institution established by an Act of Parliament of Sri Lanka in the relevant subject

**AND**

(b) Eight (8) years professional and/ or teaching experience after graduation or after securing professional qualification given in 5 (a)

## Selection Procedure /Salary Scale & Allowances

Post	Assistant Registrar	Lecturer (Probationary)
Selection Procedure	Through a written Examination (IQ & reasoning, Management & Competencies, English Language) and Structured Interview	Through an Structured Interview
Salary Scale	U-EX(II) 2016 -Rs.49,860 -3*1125-53,235,(EB) 54,475 :12*1240-69355.00 p.m	U-AC3(IV)-2016 -Rs.53,235-10*1240-13*1520,8*2020-101,555 p.m
Basic Salary (per Month) in 2021	Rs.49,860.00	Rs.53,235.00
Allowances	Cost of Living Allowance approved by the Government.	Cost of Living Allowance, other Allowances approved by the Government and the Academic Allowance as applicable, accordingly.

### Other conditions

- Your application along with photo copies of academic and professional qualifications should be sent under registered cover to the Chief Executive Officer, University College of Ratmalana, No 1A, Station Road, Ratmalana on or before 30<sup>th</sup> September 2021. Applicants presently employed in Higher Educational Institutions, Government Departments and Government Corporations should apply through the Heads of their Institutions. The Post applied, should be clearly indicated on the top left hand corner of the envelop.

**Chief Executive Officer**  
**University College of Ratmalana**