



UNIVERSITY OF COLOMBO SCHOOL OF COMPUTING (UCSC)

INVITATION FOR APPLICATIONS/ NOMINATIONS

POST OF DIRECTOR

The Board of Management of the University of Colombo School of Computing (UCSC) in pursuance of section 24A (I) of the University Act No.16 of 1978 and its subsequent amendments and the UCSC Ordinance No.01 of 2002 of 01.09.2002 and the provisions of University Grants Commission Circular No. 07/2020 dated 11th September 2020, invites applications/ nominations for the Post of Director of the University of Colombo School of Computing (UCSC).

The applicants/ nominees should be citizens of Sri Lanka and shall be less than 63 years of age and qualified and experienced to manage and lead the new appointment which will be effective from 01st June 2022.

The Director is a full-time officer of the School. In terms of the UCSC Ordinance No.01 of 2002 of 01.09.2002, the Director is the Principal Executive Officer, Principal Academic Officer and the Principal Accounting Officer of the School. He/ She is an ex-officio member and the Chairman of its Board of Management, Academic Syndicate and all the Board of Study of the School.

In terms of the UCSC Ordinance No.01 of 2002 of 01.09.2002, the Director shall, unless he/she vacates office earlier or is removed from office as provided for in sub-paragraph (3) hold office for a period of three (03) years reckoned from the date of his/her appointment or until he/she completes his/her 65th year, whichever is earlier.

The Director will be responsible for providing academic leadership, formulating, and implementing management policies and executing the decisions of the Board of Management. He/ She will be responsible for the general administration of the School and should therefore uphold the principles of academic excellence, transparency, accountability, democratic management and effective non-partisan leadership.

The following documents should accompany applications/ nominations.

- I. Complete Curriculum Vitae (with supporting documents) of Applicant/Nominee including the date of birth (a certified copy of the Birth Certificate must be attached) and contact details.
- II. A personal statement of vision for the development of the Institute.
- III. A brief account of what the applicant /nominee proposes to achieve, if appointed to the post of Director.
- IV. A Letter of Consent from the nominee in case of a nomination.
- V. A letter from the employer indicating whether the applicant/ nominee could be released in the event of his/ her appointment to the post, in case of an applicant/ nominee serving in the Public Sector, Corporations, Statutory Bodies and Higher Educational Institutions other than the University of Colombo School of Computing.

The selection process will be made in terms of instructions given in the UGC Commission Circular No. 07/2020 dated 11th September 2020.

The circular can be downloaded from www.ugc.lk (the link: https://www.ugc.ac.lk/index.php?option=com_content&view=article&id=2221%3Acommission-circular-no-072020-appointment-to-the-post-of-director-of-an-institute-&catid=176%3Acirculars-published-in-2020-012020-and-above&Itemid=20&lang=en)

Applications/ Nominations should be in a sealed cover/ envelope and addressed to the **Secretary to the Board of Management, Establishments & Administration Division, University of Colombo School of Computing, No: 35, Reid Avenue, Colombo 07** and sent under registered post to reach the above office at or before **3.00 p.m. on 28th December 2021**. Applicants/ Nominees are advised to indicate on the top left-hand corner of the envelope **"Application for the Post of Director"**.

Applications/ Nominations received after the closing date or do not comply with the above instructions will be rejected.

**Secretary to the Board of Management
Establishments & Administration Division
University of Colombo School of Computing
35, Reid Avenue, Colombo 07.**

10.12.2021