



# UNIVERSITY GRANTS COMMISSION

## VACANCY

### POST OF CHIEF INTERNAL AUDITOR

The University Grants Commission being the apex body of the University System will entertain applications from suitably qualified candidates for the Post of Chief Internal Auditor at the University Grants Commission Secretariat.

#### QUALIFICATIONS:

01. (a) Should possess a Membership of the Institute of Chartered Accountants of Sri Lanka or its equivalent

**AND**

- (b) Should possess at least ten (10) years of experience in Accounting and/or Auditing in an executive capacity after acquiring the qualifications at 1 (a) above.

**OR**

02. A confirmed officer holding a post of Accountant/Internal Auditor of the Commission or Bursar of a Higher Educational Institution who possesses fifteen (15) years of experience in accounting and/or auditing in an executive capacity and at least five (05) years of satisfactory service as an Accountant/ Internal Auditor of the Commission or Bursar of a Higher Educational Institution with qualification at 1 (a) above. At least three (03) years of such experience (of the five (05) years of experience mentioned above) should be after acquiring the qualification at 1 (a) above.

*Note: 'Accounting and/or Auditing experience' means, experience gained in an executive capacity in Accounting and/or Auditing in a State or in a reputed Private Sector organization.*

#### SALARY SCALE:

U-EX 3 (I) -104,000- 3x2,170; 11x2,700 – 140,210 p.m.

(In addition, the Government approved allowances are payable)

#### OTHER BENEFITS :

- The holder of the post of Chief Internal Auditor will be eligible for sabbatical leave in terms of the existing regulations.
- The holder of the post of Chief Internal Auditor is entitled to an assigned vehicle with the approved fuel allowance.
- Gratuity payment will be in accordance with the provisions of the Payment of Gratuity Act No. 12 of 1983.
- The selected candidates will become contributors to the Universities Provident Fund and Universities Pension Scheme in terms of the existing regulations. The appointee is required to contribute 10% of the monthly salary to the Provident fund while the employer will contribute a sum equivalent to 15% of that salary of which 8% is credited to the Pension Scheme, 7% to the Provident Fund and 3% to the Employees Trust Fund.

The employees who will not be able to serve twenty years or more in the University System from the date of appointment to the compulsory age of retirement (Non Academic – 60 years) will not be contribute to the Universities Pension Fund and such employee will not a member of the Universities Pension Fund.

#### METHOD OF RECRUITMENT :

- Selection by a structured interview.
- Applicants who have scored 40% marks or above at the structured interview are eligible to be considered for selection.

#### OTHER CONDITIONS:

- Applications for the above post should be made in the prescribed form which could be downloaded from the UGC Website [www.ugc.ac.lk](http://www.ugc.ac.lk). Duly completed applications should be forwarded under **registered cover or hand delivered with copies of all relevant certificates to reach the Senior Assistant Secretary/Personnel, University Grants Commission, No. 20, Ward Place, Colombo 07, by December 31, 2021. Applications sent in the specified forms will only be accepted.**
- The name of the post in respect of which the applications are sent, should be stated on the top left-hand corner of the envelope.
- Candidates are required to forward a scanned advanced copy of their applications with all the annexures to the email [ex@ugc.ac.lk](mailto:ex@ugc.ac.lk).
- Candidates in the service of the University Grants Commission and Higher Educational Institutions/Institutes, Government Departments, State Corporations and Statutory Boards 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.
- Applications received after the closing date/not in conformity with the above requirements/ incomplete applications will be rejected.
- University Grants Commission reserves the right to shortlist the candidates.

Secretary  
University Grants Commission  
No. 20, Ward Place  
Colombo- 07

December 6, 2021