



# VACANCIES

Applications are invited from suitably qualified citizens of Sri Lanka to serve at the University of Vocational Technology established by the Parliament Act No.31 of 2008 for following vacant positions.

## Assistant Registrar (Two Positions)

### Qualifications:

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

OR

(ii) A degree of a recognized University with a Postgraduate Degree /Postgraduate Diploma in Administration or Management of a recognized University/Higher Educational Institute.

### Nature of Appointment:

Permanent with entitlement to Employees 'Provident Fund and Employees' Trust Fund.

### Age Limit:

Age should be not less than twenty two (22) years and not more than forty five (45) years.

### Salary Scales:

Salaries will be paid as per the provisions of UGC circular 17/2016 (v) dated 01/06/2018.

### Selection Procedure:

By an aptitude test followed by a Structured Interview. The aptitude test will cover IQ and Reasoning, Management Competencies & English Language.

The required qualifications for the post, application form, and relevant information could be downloaded from the University Web Site : [www.uovt.ac.lk/vacancies](http://www.uovt.ac.lk/vacancies)

### How to Apply :

- The post applied for should be marked on the top left-hand corner of the envelope.
- Applicants presently employed in Higher Educational Institutions, Government Departments, and Government Corporations should submit the application indicating the consent of the Head of the Institution to release him/her from the service.
- The duly completed applications on prescribed forms together with copies of relevant qualifications, etc., should be sent under Registered Cover to reach the Vice Chancellor, University of Vocational Technology, No 100, Kandawala, Ratmalana, on or before 04.10.2022
- Applications that are received after the closing date, incomplete or not in the prescribed format (not downloaded from the website), and applications without supporting documents (degree certificates, academic transcripts, service certificates, etc.) will not be considered.
- Any attempt to make an undue influence on the selection process would lead to disqualification of the applicant.

### Vice Chancellor

University of Vocational Technology

No.100

Kandawala

Ratmalana

04<sup>th</sup> September 2022

Tel : 011-2630700

Web : [www.uovt.ac.lk](http://www.uovt.ac.lk)