



UNIVERSITY OF JAFFNA, SRI LANKA

VACANCIES

Applications are invited by me up to 31st October, 2016 from suitably qualified persons for the following posts.

1. ASSISTANT REGISTRAR (LEGAL & DOCUMENTATION) (University of Jaffna)

Qualifications:

- i. An Attorney-at-Law with a Degree in Law/Legal Studies with not less than two (02) years of experience gained in Court work, legal work and drafting legal documentation in a State/Corporation or reputed private sector organization or official bar after obtaining the above qualifications.

OR

- ii. An Attorney-at-Law with not less than three (03) years of experience gained in Court work, legal work and drafting legal documentation in a State/Corporation or reputed private sector organization or official bar after obtaining the above qualification.

Salary Scale : U-EX 1(II)Rs. 26,020 – 3x585 – 27,775 (EB) 28,420; 6x645; 6x585 – 35,800.p.m

Selection : By Structured Interview.

2. POST OF DAIRY ASSISTANT – ANIMAL HUSBANDRY, LOWER GRADE

(Faculty of Agriculture, Kilinochchi)

Qualifications:

- i. G.C.E. (Ordinary Level) Examination in 6 subjects at not more than 2 sittings.
- ii. Successful completion of one year's practical training course in Animal Husbandry conducted by the Department of Agriculture or equivalent.

Salary Scale :U-MT1 (IIIA) - Rs.16,535-7x155;10x185-19,470.p.m.

Selection : By interview

3. POST OF INSTRUMENT MECHANIC GRADE III (University of Jaffna)

Qualifications:

- i. Pass in six (06) subjects at the G.C.E. (O/L) Examination with Sinhala/ Tamil, Mathematics and Science as subjects at not more than two sittings.

AND

- ii. (a) Should have completed at least a two (02) year full time course (ie. National Certificate in Technology (NCT) / National Certificate in Engineering Craft Practice (NCECP)) in Electrical/ Electronics Technology at the Government Technical College or equivalent and one (01) year experience in the relevant field.

OR

- (b) Should have at least three (03) years experience in a recognized Engineering Establishment in Electronics Instrumentation and Computer Technology.

AND

- iii. Proficiency in Computer hardware/ software.

Salary Scale :U-PL 3 (III) Rs.15, 650 – 16x140 -17,890.p.m

Selection : By trade test and interview

4. POST OF CARPENTER GRADE II (University of Jaffna)

Qualifications:

- I. Pass in the 8th standard.
- II. Should be conversant with the
 - a. Various types of joints and preparation of such joints for work in carpentry used in building and furniture trade;
 - b. Use of various types of tools, various species of wood and reading of drawings;
 - c. Reading of scales up to 1/32" accurately.
- III. Not less than 2 years' experience in carpentry.

Salary Scale :U-PL 3 (III) Rs.15, 650 – 16x140 -17,890.p.m

Selection : By trade test and interview

AGE LIMIT : Not more than 45 years for the above all posts.

Note: Age limit is not applicable for applicants in the Government departments/ State Corporation and statutory bodies.

STATUTORY BENEFITS

1. Allowances approved by the University Grants Commission.
2. Membership in Universities Provident fund and Pension Scheme in the University Scheme.
3. Gratuity payment.
4. Employment trust fund.
5. Free Medical Care.

Application should be made on the forms available in the office of the Senior Assistant Registrar/ Establishments (Non-Academic) of this University on payment of Rs.100/- for each application form at the Shroff's counter of this University **or** the forms available in the University website (www.jfn.ac.lk) annex with the Money Order/ Postal Order to the value of Rs.100/-. Those who wish to obtain the forms by post should send a Money Order/ Postal Order to the value of Rs.100/- in the name of the Bursar, University of Jaffna, together with a self-addressed Rs.10.00 stamped envelope of 23x10cm. in size. Only Applications sent on the specified form will be accepted. **(Please annex copies of relevant documents)**

Applicants from Government Departments/ State Corporations/ Statutory Bodies should forward their applications through their respective Heads of Departments/ Corporations/Boards.

Applications received after the closing date and illegible and incomplete applications will be rejected without intimation.

REGISTRAR

September 24, 2016