



VACANCIES

Applications are invited from suitably qualified citizens of Sri Lanka to serve at the University of Vocational Technology for the following posts.

❖ Qualifications, Experience, Application & other relevant information

01. Senior Lecturer (Grade II)/Lecturer (Probationary)

FACULTY OF INDUSTRIAL TECHNOLOGY

Department of Agriculture and Food Technology - 01 Post

Food Nutrition/Bio chemistry/Product Technologies

Department of Quantity Surveying - 01 Post

Measurement of building and civil engineering works, Construction economics, Construction procurement, Project planning and commercial management

FACULTY OF ENGINEERING TECHNOLOGY

Department of Building Services Technology - 01 Post

Telecommunication and Data Network, Security and CCTV Systems, IOT, Building Control Systems

Object Oriented Programming, Heating Ventilation and Air Conditioning, Internal Transportation systems in buildings

Department of Construction Technology - 01 Post

Structural Engineering, Construction Management, Hydraulics and Geotechnical Engineering

FACULTY OF INFORMATION TECHNOLOGY

Department of Multimedia & Web Technology - 01 Post

Digital Signal Processing and Image Processing

Department of Software Technology - 01 Post

Object Oriented Paradigm, Machine Learning

Job Description

- Assist the Dean of the Faculty and Head of Department in conducting scheduled lectures of the academic programme in the relevant subject area.
- Assist the Dean of the Faculty and Head of the Department in conducting scheduled practical, examinations and assessments of the academic programme in the relevant subject area.
- Actively engage in research, development, and extension activities.
- Assist the Dean of the Faculty and Head of Department in preparing and developing curricula in the relevant subject area.
- Assist the Dean of the Faculty and Head of Department in developing short courses in the relevant subject area.
- Assist the Dean of the Faculty and Head of Department in managing and administering laboratories in the relevant subject area.
- Assist the University Administration in maintaining student discipline.
- Any other duties assigned by the Dean of the Faculty, Head of the Department or the Vice Chancellor.

Qualifications

- **Senior Lecturer (Grade II)**

1. Candidates shall possess the academic qualifications required for Lecturer (Probationary).

AND

(i) A Master Degree obtained after a full-time course of study of at least two academic years (or an equivalent part-time course of study) with a research component by way of thesis/dissertation or a Doctoral Degree

OR

(ii) Master Degree of a minimum duration of 20 months with a substantial research component or Master Degree with at least 60 Carnegie Credit units with not less than 15 credit units of research by way of thesis/dissertation in the relevant field/discipline or a Doctoral Degree.

OR

(iii) Professional qualification offered or recognized by a professional institution established by an Act of Parliament of Sri Lanka and experience in a recognized mercantile establishment (which are not considered at the time of recruitment to the category of Lecturer (Probationary) as will be approved by the Board of Governors of the University of Vocational Technology upon the recommendation of the Admission, Accreditation and Quality Assurance Council of the University of Vocational Technology

AND

2. At least six (06) years' experience in one or more of the following:

- I. Teaching at University Level or/Higher Educational Institution
- II. Professional experience in a recognized mercantile establishment
- III. Research relevant to his/her field of specialization in a recognized Institution
- IV. Postgraduate Studies

- **Lecturer (Probationary)**

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

OR

2. A degree with specialization in a relevant subject with Second Class (Lower Division) Honours and at least 01 year of experience in teaching/research/professional work in recognized mercantile establishment/postgraduate studies in a recognized University or Higher Education Institution;

OR

3. (a.) A degree with specialization in the relevant subject without Honours or any other general degree with at least Second Class Honours,

AND

(b.) A Postgraduate Degree with 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 applicants)

OR

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

Note.

- I. "Degree", "Master Degree" , "Doctoral Degree" means Degree,/ Masters Degree/, Doctoral Degree offered by a University or a Higher Educational Institution established by an Act of Parliament of Sri Lanka or Recognized by the University Grant Commission of Sri Lanka
- II. 'Degree in the relevant field' means a degree relevant to the degree programmes conducted by the University of Vocational Technology.

02. Director, Media and Information Services - 01 Post

Job Description

- Guide and Direct Library, Media and Learning Resource Development Center staff
- Organize University Publications (Newsletters, Journals etc.)
- Assist Academic staff in the development of Instructional Material and Learning Resources
- Actively engage in research, development, and extension activities.
- Exercise and perform duties and functions as may be conferred or imposed on or assigned to him by the University of Vocational Technology Act No. 31 of 2008 or by any appropriate Instrument.; and
- Any other work assigned by the Vice-Chancellor or the Director General.

Qualifications

External

A Bachelor's degree

AND

Masters degree or Corporate Membership of a recognized professional institution, in the fields of Library Science, Information Technology, or Media

AND

with minimum of 15 years experience in Managerial Level in a Corporation, Board or a reputed Mercantile Establishment.

Preference will be given to those who have experience in:

- i. Librarianship in a recognized Library/Media & Information Systems in a recognized institution.
- ii. Research in Library Science/ Media & Information Science in a recognized institution.
- iii. Publications in the field of Library Science/ Media & Information Science.

Internal

Minimum of five (05) years satisfactory service in a post in the Middle level Executive Category Grade I, in the subject area relevant to the post.

Notes:

- I. "Degree", "Masters Degree", "Doctoral Degree" means Degree,/ Masters Degree/, Doctoral Degree offered by a University or a Higher Educational Institution established by an Act of Parliament of Sri Lanka or Recognized by the University Grant Commission of Sri Lanka

03. Assistant Registrar - 03 Posts

Job Description

- Handling student Admission.
- Handling student & staff welfare matters.
- Assisting the Director General in the decision making on Administrative functions.
- Handling Scholarship/Fellowship related to the Academic and Non-Academic Staff.
- Handling establishment matters related to the Academic and Non-academic staff.
- Handling all leave matters (both overseas and local leave) related to employees of the University.
- Preparing briefing reports for the Board of Governors.
- Handling all other functions as instructed either by the Head of the Department, Director General or the Vice Chancellor of the University.

Qualifications

External:

- (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.

Internal:

- (i) A graduate of a recognized University/Higher Educational Institution who is a confirmed employee of the University.

OR

Employee who have completed a minimum of five (5) years of satisfactory service in the relevant field in a Grade II of the Management Assistant non technological (U-MN-I) or technological (U-MT-I) category.

4. Technical Officer (Laboratory) - Engineering Technology (Mechanical) - 01 Post

Job Description

- Assist Head of the Department by supervision of all work in the relevant area.
- Preparation of chemicals and equipment necessary to assist in practical classes.
- Assist the undergraduate and postgraduate students in their projects involved in the relevant field.
- Assist in the installation and maintenance of all equipment in the relevant Department.
- Maintain inventory and proper working environment in the relevant Laboratory.
- Assist students in their relevant Laboratory works.
- Assist the Head of the Department in ordering the equipment and supplies for relevant Laboratory.
- Assist in the installation and maintenance of all relevant equipment in the Department.
- Any other duties assigned by either the Head of the Department, Director General, or the Vice Chancellor.

Qualifications

External:

Having passed the G.C.E. (O/L) examination in six subjects in one sitting with credit passes for 04 subjects including;

- i. Sinhala / Tamil
- ii. English Language
- iii. Mathematics

Having achieved the performance level required to follow a tertiary education course by passing the required number of subjects other than the 'General Paper' at the G.C.E. (A/L) Examination.

Internal:

- (i) A confirmed employee who has completed at least 05 years of satisfactory service in a permanent post in the University in the categories of primary level skilled, semi-skilled or unskilled.

AND

- (ii) Should have passed in at least 06 subject including Sinhala/ Tamil and English Language or Literature and Mathematics at not more than two sitting at the G.C.E. (Ordinary Level).

AND

National Vocational Qualifications Level 5 or above (Mechanical / Manufacturing / Production etc.)

05. Director/ Chief Executive Officer, University Colleges

University College of Anuradhapura – 01 Post
University College of Batangala – 01 Post
University College of Kuliyaipitiya – 01 Post
University College of Matara – 01 Post
University College of Ratmalana – 01 Post

Job Description

- Exercise and perform duties and functions as may be conferred or imposed on or assigned to him by Act, Regulations made under the Act or by any appropriate Instrument.
- Carry out the directions set out by the Board of Management and consultations of Board of Studies.
- Seek advice of the Board of Management and the Vice Chancellor of the University on policy matters to ensure continuity and legal advice on policy matters.
- Formulate a development policy for the University College in consultation with the Academic Community.
- Perform in line with the objectives set out in the Corporate plan/ Business plan.
- Shall be a member of Board of Management and may chair the same.
- Shall be a member of Board of Studies and chair the same.

Qualifications

1. (a) A degree with specialization in the field of Engineering, Economics, Business Management or similar subject.

OR

- (b) Corporate membership of a recognized Professional Chartered Institution or Corporate membership of Institute of Engineers Sri Lanka.

AND

A Masters Degree obtained in the field of Engineering, Economics, Business Management or similar subject.

AND

2. (a) Candidate should have been in the post of Senior Lecturer Grade I or above post of a University.

OR

- (b) Candidate should have at least ten (10) years experience in a post of senior managerial level in a public institution / establishment or recognized private mercantile establishment after obtaining first degree / professional qualification.

OR

- (c) Candidates should be an officer in an all island services serving 15 years or more in the executive capacity and out of the 15 years, 03 years should be in the Grade I or above post of the relevant service

❖ **General Instructions:**

- These posts are non-transferable
- The candidates who apply for more than one post should submit separate applications for each post.
- The post applied for should be marked on the top left hand corner of the envelope.
- A letter from the employer indicating whether the applicant could be released in the event of his/her appointment to the post in case of an applicant serving in the Institution.
- The duly completed applications on prescribed forms (*downloaded from the University Website) together with the evidence of the relevant experience, educational qualification and other achievements.
- Applications should be in a sealed cover/envelope addressed to the Vice Chancellor, University of Vocational Technology, No 100, Kandawala, Ratmalana and either hand delivered or sent under registered cover to reach the above office on or before 28.05.2024.
- All incomplete applications will be rejected.
- Only the shortlisted applicants will be called for written competitive examination and/or structured interview.
- 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

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28 April 2024