



University of Moratuwa Vacancies

Applications are entertained for the following vacant posts of this University only from suitably qualified confirmed employees in a permanent post of the University Grants Commission and Higher Educational Institutions/Institutes.

Applications along with relevant documents (as specified in the application) should be sent to the Assistant Registrar/ Establishments (Non-Academic) of the University of Moratuwa by registered post on or before 07.11.2025 through the Secretary/Registrar/Rector/Director of the Institute concerned. Applications received after the closing date and incomplete applications will be rejected without intimation.

Post of Sub-Warden (Full-time) Grade II - (For Female Hostels)

Qualifications: 1. A graduate of a recognized University. Preference will be given to those with experience in administration and management of Hostels.

Salary Scale: U-MN 3 (II) : Rs. 71,365-18x1,190 - 92,785 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: - By Interview

Service Condition : Full time Sub-Wardens shall reside in the halls of residence to which they are appointed. A sum to be stipulated by the Higher Educational Institution will be recovered from their salaries to meet the cost of Board.

Post of Technical Officer (Grade II) Seg "B"

Qualifications: (a) Passes in 6 subjects at the G.C.E. (Ordinary Level) Examination including 5 credits obtained in not more than 2 sittings. The credit passes should include Science and Mathematics;

OR

(b) Passes in 6 subjects at the G.C.E. (Ordinary Level) examination obtained in not more than three sittings and 08 years' satisfactory permanent service in the UGC or a Higher Educational Institution/Institute. The subjects passed should include Science and Mathematics;

OR

(c) 15 years' satisfactory permanent service as a Laboratory Attendant in a Higher Educational Institution/Institute.

Salary Scale: U-MT I (III) : Rs. 51,095 - 7x540; 10x640 - 60,575 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

In terms of the Establishments Circular Letter No. 06/2020, in the case of appointment from one position to another position, within the university system the salary shall be placed as per the Section 9 of Chapter VII of the Government Establishments Code.

Method of Selection : By an aptitude test and an interview.

Appointment under "Segment B" of the Technical Officers' service will be as "Trainee Technical Officer" for a period of 3 years. At the conclusion of training those who have gained competence in Laboratory techniques, indenting, maintenance of inventories and ability to type in English will be confirmed and appointment made to permanent posts of "Technical Officer Grade II - Segment B".

Post of Technical Officer (Grade II) Seg "A"

- Qualifications:**
- (i) National Diploma in Technology or equivalent qualification
 - OR**
 - (ii) Higher National Diploma in Engineering
 - OR**
 - (iii) Higher National Diploma in the relevant field
 - OR**
 - (iv) Diploma in the relevant field of at least two years' full-time duration obtained from a recognized Institute with one (01) year experience in the relevant field.

Salary Scale: U-MT I (II) : Rs. 57,435 - 7x640; 9x890 - 69,925 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: By Practical Test and Interview.

Preference will be given to those who are possessing a sound knowledge and experience in Medical Laboratory Technology/ICT (including web development, maintenance, database management and programming)/Biological Sciences, Biomedical Science, Biotechnology, Chemistry/Multimedia and Audio Visual techniques, Electronics and Telecommunication, Chemical and Process Technology.

Post of Technical Officer (ICT) Grade III

- Qualifications:**
- (a) Should have passed in three (03) subjects at the G.C.E. (Advanced Level) examination in one (01) sitting in any Stream.

AND

- (b) Having obtained a certificate of proficiency not below than the N.V.Q. Level 5 issued by a Technical/ Vocational Training Institute accepted by the Tertiary and Vocational Education Commission or recognized Institution in the field of Information Communication and Multimedia Technology/ Information and Communication Technology/ Information Technology or Equivalent.

Salary Scale: U-MT I (III) : Rs. 51,095 – 7x540; 10x640 – 60,575 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: By written and/ or practical test and an interview.

Preference will be given for those who have work experience in ICT.

Post of Pharmacist (Lower Grade)

Qualifications: Certificate of competence as a qualified Pharmacist recognized by the Sri Lanka Medical Council.

Salary Scale: U-MT 1 (III) : Rs. 51,095-7x540; 10x640 - 60,575 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: - By Interview

Post of Public Health Inspector (Grade III)

Qualifications: Should have passed the Public Health Inspectors Examination conducted by the Department of Health and an employee of the University system.

Salary Scale: U-MT 1 (III) : Rs. 51,095-7x540; 10x640 - 60,575 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: - By Interview.

Post of Supervisor (Landscape) Grade III

Qualifications: (1) (a) (i) G.C.E. (Ordinary Level) Examination in 6 subjects at not more than 2 sittings ;

AND

(ii) Successful completion of one year's practical training course in Agriculture conducted by the Department of Agriculture or equivalent.

(b) An employee of the UGC or a Higher Educational Institution who has passed the G.C.E. (Ordinary Level) Examination at not more than 3 sittings and possessing 10 years' experience in landscape work in the UGC in a Higher Educational Institution, and/or a Botanical Garden.

Salary Scale: U-MT 1 (III) : Rs. 51,095-7x540; 10x640 - 60,575 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: - By Trade Test and an Interview.

Post of Craft Demonstrator (Grade II)

Qualifications: (i) Should have experience in one or more of the following fields:-
 Foundry Practice, Welding & Smithy, Machine Tools, Pattern Making, Sheet Metal Work, Carpentry, and Metal Work

NOTE: Preference will be given to those who have experience in more than one field.

AND

(ii) Should have a minimum of fifteen (15) years experience in the University/ Government service or in a recognised Institution as a skilled Craftsman;

OR

(iii) Should have at least three (3) years' experience in a skilled special grade post in the University/ Government Service or in a recognized Institution in a field mentioned at (i) above.

Salary Scale: U-MN 1 (III) : Rs. 49,475-17x540-58,655 p.m.
 Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection : By practical test and interview

Post of Management Assistant Grade III (Store-keeping)

Qualifications: 1. Should have passed the G.C.E. (O/L) Examination in six (06) subjects at one sitting with credit passes in:-
 (i) Sinhala Language/Tamil Language
 (ii) English Language/English Literature
 (iii) Mathematics

AND

2. Should have passed in all subjects at G.C.E. (A/L) Examination (except the Common General papers) at one sitting.

Preference will be given to those who possess the following:

(a.) An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.

AND

(b.) Two years of experience in the use of computer application packages.

Post Specific Qualifications.

In addition to the qualifications mentioned above, the candidates should have possessed post specific qualifications mentioned below.

One year experience in Store-keeping and/or a pass in the subject of Commerce at the G.C.E (Ordinary Level) Examination or in the subject of Accountancy at the G.C.E. (Advanced Level) Examination.

Note: A Security Deposit to be furnished as determined by the/ Higher Educational Institution.

Salary Scale: U-MN 1 (III) : Rs. 49,475-17x540-58,655 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: By Written Examination (75% marks) of following Subjects:

- Knowledge in Sinhala/Tamil & English Language
- Intelligent Quotient General Knowledge
- (Computer Literacy)
- Relevant Subject area.

and

Interview (25%marks)

Post of Management Assistant Grade III (Book-keeping)

Qualifications: 1. Should have passed the G.C.E. (O/L) Examination in six (06) subjects at one sitting with credit passes in:-
(i) Sinhala Language/Tamil Language
(ii) English Language/English Literature
(iii) Mathematics

AND

2. Should have passed in all subjects at G.C.E. (A/L) Examination (except the Common General papers) at one sitting.

Preference will be given to those who possess the following:

(a.) An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.

AND

(b) Two years of experience in the use of computer application packages

Post Specific Qualifications.

In addition to the qualifications mentioned above, the candidates should have possessed post specific qualifications mentioned below.

a.) The National Certificate for Accounting Technicians of the Sri Lanka Technical College/ College of Technology under the Ministry of Skills Development and Vocational Training or any other equivalent qualifications obtained from the recognized Institute.

OR

b.) G.C.E. (A/L) qualification should be in the Commerce stream.

Salary Scale: U-MN 1 (III) : Rs. 49,475-17x540-58,655 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: By Written Examination (75% marks) of following Subjects:

- Knowledge in Sinhala/Tamil & English Language
- Intelligent Quotient General Knowledge
- (Computer Literacy)
- Relevant Subject area.

and

Interview (25% marks)

Post of Library Information Assistant (Grade III)

Qualifications: 1. Should have passed the G.C.E. (O/L) Examination in six (06) subjects with at least three (03) credit passes in not more than two sittings with passes in:-

- (i) Sinhala Language/Tamil Language
- (ii) English Language/English Literature
- (iii) Mathematics

AND

- 2. Should hold a permanent post in a Primary Level carrying a salary scale denoted by the salary code of U-PL & be confirmed in a Primary Level (U-PL) post with five (05) years of continuous satisfactory service in Library of a Higher Educational Institution.

Preference will be given for who have obtained acceptable qualification in computer applications of not less than six (06) months duration from a recognized institute.

Salary Scale: U-MN 1 (III) : Rs. 49,475-17x540-58,655 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: - By Test and Interview

Post of Driver (Grade III)

Qualifications: 1. Having obtained the license issued by the Commissioner General of Motor Traffic for driving heavy vehicles and a minimum of three (03) years experience in driving after obtaining the driving license

AND

- 2. Completion of minimum five (05) years satisfactory service in a post in the category of Primary Semi Skilled (U-PL 2) or Primary Unskilled (U-PL 1) and confirmed in the present post.

Salary Scale: U-PL 3 (III) : Rs. 48,005-16x490-55,845 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: - By Trade Test and a Structured Interview.

Post of Mason/ Plumber/ Welder (Grade III)

Qualifications: 1. Employees in Primary Level Semi-Skilled (U-PL 2) or Unskilled (U-PL 1) who have been confirmed in the present post.

And

Having obtained a Proficiency Certificate not below than the National Vocational Qualification (NVQ) Level 4 issued by a Technical/Vocational training institute accepted by the Tertiary and Vocational Education Commission, relevant to the function of each post.

OR

2. Employees in Primary Level Semi-Skilled (U-PL 2) or Un-skilled (U-PL 1) who have been confirmed in the present post and completed a minimum of five (05) years working experience in the relevant field with the skills not below than the National Vocational Qualification (NVQ) Level 2, proven at a trade test.

Salary Scale: U-PL 3 (III) : Rs. 48,005-16x490-55,845 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: - By Trade Test and a Structured Interview.

Post of Laboratory Attendant (Grade III)

Qualifications: 1. Employees of Primary Level Unskilled (U-PL 1) who have been Confirmed in the present post.

and

(i) Should have passed the G.C.E (O/L) Examination in six (06) subjects with at least two (02) credit passes in not more than two sittings and having obtained a proficiency certificate not below than the National Vocational Qualifications (NVQ) Level 2 or 3, issued by a Technical/Vocational training institute accepted by the Tertiary and Vocational Education Commission, relevant to the function of each post.

or

(ii) Should have passed the G.C.E. (O/L) Examination in six (06) subjects with at least two (02) credit passes in not more than two sittings and one (01) year working experience in a relevant field with industrial skills.

OR

2. Employees of Primary Level Unskilled (U-PL 1) who have been confirmed in the present post and completed a minimum of five (05) years working experience in the relevant field with industrial skills.

Salary Scale: U-PL 2 (III) : Rs. 44,575-16x490-52,415 p.m.
Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: - By Trade Test and a Structured Interview.

Post of Tractor Operator (Grade III)**Qualifications:**

1. Employees of Primary Level Unskilled (U-PL 1) who have been Confirmed in the present post.

and

- (i) Should have passed the G.C.E (O/L) Examination in six (06) subjects with at least two (02) credit passes in not more than two sittings and having obtained a proficiency certificate not below than the National Vocational Qualifications (NVQ) Level 2 or 3, issued by a Technical/Vocational training institute accepted by the Tertiary and Vocational Education Commission, relevant to the function of each post.

or

- (ii) Should have passed the G.C.E. (O/L) Examination in six (06) subjects with at least two (02) credit passes in not more than two sittings and one (01) year working experience in a relevant field with industrial skills.

OR

2. Employees of Primary Level Unskilled (U-PL 1) who have been confirmed in the present post and completed a minimum of five (05) years working experience in the relevant field with industrial skills.

Salary Scale:

U-PL 2 (III) : Rs. 44,575-16x490-52,415 p.m.

Salary will be paid in accordance with Management Services Circular 06/2025 and Commission Circular. No. 02/2025 (i)

Method of Selection: - By Trade Test and a Structured Interview.

 Registrar
 University of Moratuwa
 15.10.2025