

Vacancies
Post of Assistant Bursar (Temporary Basis)
Walk-in-Interview

The Uva Wellassa University invites applications from potential candidates for the post of Assistant Bursar (Temporary Basis) with the required qualifications.

Qualifications

- Pass in the final II examination of the Institute of Chartered Accountants of Sri Lanka or its equivalent
- OR
 - (a) (i) Should possess a Bachelor's Degree specialized in Accounting from a recognized University/HEI
 - (ii) Should possess a Bachelor's Degree from a recognized University/HEI with a pass in the Intermediate level Examination of the Institute of Chartered Accountants of Sri Lanka or its equivalent.
 - (iii) Should possess a Higher National Diploma in Accountancy (HNDA) of Sri Lanka Institute of Advanced Technological Education (SLIATE) or its predecessor.
- AND
- (b) Two (02) years of experience in Accounting/State corporation or reputed private sector organization.

Method of Recruitment

Selection by a structured interview

Period of Contract

The post is temporary for a period of a minimum of 06 months.

Salary

The salary for the post is Rs. 96,000/= (all Inclusive fixed salary) per month.

Important : Submitting your application via Google Form is compulsory, and the scanned copy of your application form should be uploaded to the Google Form on or before 15.01.2025.

Documents to be Uploaded:

- Curriculum Vitae
- National Identity Card
- All relevant academic and experience Certificates

Application forms, the link to the Google form, preferred qualifications, and other relevant details can be obtained by visiting the University Website <https://www.uwu.ac.lk/vacancies/>.

It is mandatory to submit your application through **Google Forms**. Please ensure to complete the form accurately and within the specified deadline. Please note that all shortlisted applicants must make the necessary arrangements to attend the interview on the prescribed date, and no alternative interview dates will be provided under any circumstances.

Incomplete applications, applications without supporting documents, and applications received after the closing date will not be considered. The university reserves the right to shortlist the candidates and call only such candidates for an interview.

All the shortlisted candidates are required to submit the originals of their certificates at the interview.

For more details

Senior Assistant Registrar/Human Resources – 0553128944 / 0553128944

Email – recruitment@uwu.ac.lk / hr@uwu.ac.lk

Acting Registrar

Uva Wellassa University

02.01.2025

Acting Registrar

Uva Wellassa University

02.01.2025