



# SOUTH EASTERN UNIVERSITY OF SRI LANKA

## NON ACADEMIC STAFF VACANCIES

The South Eastern University of Sri Lanka will entertain applications from the suitably qualified Sri Lankan Citizens for the following posts up to 15.05.2026.

- Post of Project Manager
- Post of Management Assistant Grade-III
- Post of Works Aide Grade-III
- Post of Security Guard (Lower grade)
- Post of Groundsman Grade-II

### APPLICATIONS AND PARTICULARS

1. The Application Form, required qualifications, and other relevant instructions can be accessed by visiting the University website at <https://www.seu.ac.lk/vacancy/>.
2. Duly completed Application Forms, together with certified copies of relevant educational certificates, professional, extra-curricular, and service certificates, should be sent under registered cover to reach the **Deputy Registrar, Non Academic Establishments Division, South Eastern University of Sri Lanka, University Park, Oluvil #32360**, on or before **15.05.2026**. The title of the post applied for should be clearly indicated on the top left-hand corner of the envelope.
3. Applicants who wish to apply for **more than one post** must submit a separate application for each. A non-refundable fee of Rs. 200/- should be paid to the **South Eastern University of Sri Lanka, A/C No. 228-1001-9000-1704, People's Bank, Addalaichenai**, in respect of each application, and the evidence for the payment should be attached to each application.
4. Applicants who are employees of Government Departments, State Corporations and Statutory Bodies should forward their applications through the Head of their respective institutions, but may send an advance copy in the first instance. However, no such applicant will be considered for interview, if the application has not been forwarded through the respective Head of the State Institution.
5. Age limit will be considered as per the relevant provisions of the Establishments Code of the University Grants Commission and Higher Educational Institutions/ Institutes.
6. Applications that are not submitted in the prescribed form, incomplete or illegible applications, those not accompanied by the required supporting documents and proof of payment of Rs. 200/-, and applications not forwarded through the proper channel (in the case of employees of Government Departments, State Corporations, and Statutory Bodies), as well as applications received after the closing date and time, will be rejected without intimation. The South Eastern University of Sri Lanka reserves the right to shortlist the applicants, and only shortlisted candidates will be called for examination /interview.

**Registrar**  
**South Eastern University of Sri Lanka**  
**University Park, Oluvil # 32360**  
**17.04.2026**



**POST OF PROJECT MANAGER / POST OF MANAGEMENT ASSISTANT GRADE-III / POST OF WORKS AIDE GRADE-III / POST OF SECURITY GUARD (LOWER GRADE) / POST OF GROUNDSMAN GRADE-II**

**SCHEME OF RECRUITMENT, REMUNERATION, AND CONDITIONS OF APPLICATION**

**01. QUALIFICATIONS**

➤ **PROJECT MANAGER**

- (a) B.Sc. (Eng.) degree specializing in Civil Engineering;  
OR  
B.Sc. degree specializing in Quantity Surveying  
OR  
Equivalent professional qualifications

**AND**

- (b) Corporate membership of a recognized Engineering Institute.  
OR  
Corporate membership of a recognized institute of Quantity Surveyors

**AND**

- (c) A minimum of 10 years relevant experience in construction projects, handling contracts as well as in managing direct labour.

**Note :** The selection will be made by interview

➤ **MANAGEMENT ASSISTANT GRADE III**

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

&
2. Should have passed in all subjects at G.C.E (A/L) Examination (except the Common General Paper) at one sitting.  
(Passing in 3 subjects under the old syllabus at one sitting would be sufficient for this purpose.)

3. Preference will be given to those who possess the following;
- An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute  
&
  - Two years of experience in the use of computer application package.

**Note :** The applicant should be not less than 18 years and not more than 30 years of age on the closing date of applications. The selection will be made by written examination & interview

➤ **WORKS AIDE (GRADE III)**

Should have passed the G.CE. (O/L) Examination in six (06) subjects with at least two (02) credit passes in not more than two sittings.

**Note :** The applicant should be not less than 18 years and not more than 45 years of age on the closing date of applications. The selection will be made by a structured interview

➤ **SECURITY GURAD (LOWER GRADE)**

Should have passed the G.CE. (O/L) Examination in six (06) subjects with at least two (02) credit passes in not more than two sittings.

**Note :** The applicant should be not less than 18 years and not more than 45 years of age on the closing date of applications. The selection will be made by a structured interview

➤ **GROUNDSMAN (GRADE II)**

Should have passed the G.CE. (O/L) Examination in six (06) subjects with at least two (02) credit passes in not more than two sittings.

**Note :** The applicant should be not less than 18 years and not more than 45 years of age on the closing date of applications. The selection will be made by a structured interview

## 02. REMUNERATION AND OTHER BENEFITS

### REMUNERATION

Post	Salary Code	Salary Scale
Post of Project Manager	U-EX 2(II)	Rs. 113,690-8x2,400;8x2,940-156,410 p.m
Post of Management Assistant Grade-III	UMN 1 (III)	Rs. 49,475 - 17x540 - 58,655 p.m.
Post of Works Aide Grade-III	U-PL 1(III)	Rs. 42,775 - 16x450 - 49,975 p.m
Post of Security Guard (Lower grade)	U-PL 1(III)	Rs. 42,775 - 16x450 - 49,975 p.m
Post of Groundsman Grade-II	U-PL 1(III)	Rs. 42,775 - 16x450 - 49,975 p.m

(The other allowances determined by the University Grants Commission will be paid in addition to the above salary)

## **BENEFITS**

Selected candidates will contribute 10% of their monthly salary to the Universities' Provident Fund, while the employer will make a contribution of 15% of their salary of which 8% will be credited to the Universities' Pension Fund and 7% to the Universities' Provident Fund. In addition, they will become contributors to the Employees Trust Fund under which the University will contribute an amount equivalent to 3% of the salary.

### **03. APPLICATIONS AND PARTICULARS**

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