

Vacancies – Executive Posts

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UNIVERSITY OF JAFFNA, SRI LANKA
VACANCIES

The University of Jaffna will entertain applications from suitably qualified Sri Lankan citizens for the following Permanent Posts. Closing date of the application is **15th October 2026**.

1. Director Physical Education
2. Assistant Registrar (Legal & Documentation)
3. Project Manager, Construction Works
4. Workshop Engineer, Grade III
5. Curator (Landscape), Grade III

DIRECTOR PHYSICAL EDUCATION

Qualifications:

- ➊ Should possess a degree in Physical Education from recognized University/ HEI or equivalent with at least ten (10) years of experience in organizing and implementing the physical education programmes after obtaining such degree.
OR
- ➋ Should possess a degree from a recognized university/ HEI with postgraduate qualification in Physical Education or professional qualification in the relevant field with at least twelve (12) years of experience in organizing and implementing the physical education programmes in reputed Institutes after obtaining the first degree.
OR
- ➌ A holder of the post of Assistant Director/ Physical Education in the University System and confirmed in that post with not less than five (05) years of service in that grade.

Salary Scale : U-EX 2(II) – Rs.113,690- 8×2,400; 8×2,940- 156,410 p.m

Selection by : By Structured Interview

ASSISTANT REGISTRAR (LEGAL & DOCUMENTATION)

Qualifications:-

- ➊ 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 qualification.
OR
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. 85,305-3X2,020-91,365(EB) 93,765;12X2,400-122,565/- p.m

Selection by : By Structured Interview.

PROJECT MANAGER – CONSTRUCTION WORKS

Qualifications:

- ➊ Should possess a B.Sc. Engineering degree from a recognized university/HEI specializing in Civil Engineering.
OR
- ➋ Should possess a B.Sc. Engineering degree from a recognized university/HEI specializing in Quantity Surveying.
OR
- ➌ Equivalent professional qualifications recognized by the Institution of Engineers, Sri Lanka (IESL).
AND
- ➍ Possess a corporate membership from a recognized Institute of Engineering Institute.
OR
- ➎ Possess a corporate membership from a recognized Institute of Quantity Surveying
AND
- ➏ A minimum of 10 years of relevant experience in construction projects, handling contracts as well as managing direct labour.

Salary Scale : U-EX 2(II) – Rs.113,690- 8×2,400; 8×2,940- 156,410 p.m

Selection : By Structured Interview.

WORKSHOP ENGINEER, GRADE III

Qualifications:

- ➊ Should possess a B.Sc. Engineering Degree specializing in Mechanical/ Production Engineering from a recognized University/ HEI.
- ➋ Should possess a National Diploma in Technology specializing in Mechanical/ Production Engineering or equivalent qualification, with at least seven (07) years of experience in a Mechanical workshop of a recognized establishment.

Note: The in-plant training period shall not be counted for the period of experience.

Salary Scale : U-EX 1(II) – Rs. 85,305-3×2,020-91,365(EB)93,765;12×2,400-122,565 p.m

Selection by : By Structured Interview

CURATOR (LANDSCAPE), GRADE III

Qualifications:

- ➊ Should possess a four year Special Bachelor's Degree (Honours) in Agriculture or Agricultural Technology & Management and majoring in Crop Science/ Horticulture/ Floriculture/ Forestry from a recognized University/HEI with not less than one (01) year of experience in landscaping in a State/ Corporation or reputed Private sector organization in supervisory capacity.
OR
- ➋ Should possess a four year Special Bachelor's Degree (Honours) in Landscape Architecture from a recognized University/HEI with not less than one (01) year of experience in landscaping in a State/ Corporation or reputed Private sector organization in supervisory capacity.
OR
- ➌ Should possess a four year Special Bachelor's Degree (Honours) in Botany from a recognized University/ HEI with not less than two (02) years of experience in landscaping in State/ Corporation or reputed Private sector organization in supervisory capacity.

Salary Scale : U-EX 1(II)- Rs.85,305-3×2,020-91,365(EB)93,765;12×2,400-122,565 p.m

Selection by : By Structured Interview.

GENERAL REQUIREMENTS APPLICABLE

- ➊ Should be a citizen of Sri Lanka.
- ➋ Age limit will be considered as per the relevant provisions of the Establishments Code of the University Grants Commission and Higher Educational Institutions/ Institutes.
- ➌ Should be physically and mentally fit to discharge duties of the post well and should be ready to serve in any part of the island.
- ➍ Should be of excellent moral character.

STATUTORY BENEFITS:

- ➊ Allowances approved by the University Grants Commission.
- ➋ Membership in Pension Scheme in the University system, Universities Provident Fund, Gratuity payments, Employees' Trust Fund benefits.
- ➌ Free Medical Services.

APPLICATION PROCEDURE:

Download

- ➊ [Application Form](#)

Application Mode:

- ➊ Applications should be on **specified form** issued by the University. Application form and particulars for the above posts can be downloaded only from **jfn.ac.lk**.
- ➋ Closing date of the application is **15th October 2026**.
- ➌ The envelope containing the duly filled application form must bear Title of the Post on its top left hand corner and either hand delivered or sent under registered post to reach the Office of the Deputy Registrar/ Non-Academic Establishments of this University on or before the closing date.
- ➍ Applicants must attach certified copies of all relevant certificates with the application.
- ➎ Educational/ Professional qualifications and experience, only as at the closing date of the applications, **will be considered**. Applications without attached copies of Educational/ Professional and Experience certificates will be rejected.
- ➏ Applicants from Government Departments, State Corporations and Statutory Bodies should apply through their Heads of respective Institutions. Advance copies of applications may be sent in the first instance. However, no such applicant will be considered for appointment if the application routed through the Head of Department is not received **on or before the closing date. (The age limit shall not apply to applicants employed in the University System, Government Departments, State-Owned Corporations, and Statutory Boards.)**

*Deputy Registrar,
Non-Academic Establishments,
University of Jaffna,
P.O Box 57,
Thirunelvely,
Jaffna*
- ➐ Illegible, incomplete applications will be rejected without prior intimation. Only short-listed applicants will be called for the interview via email or registered post.

APPLICATION FEE AND PAYMENT MODE

- ➊ The application fee for each application is **1,000.00**
- ➋ Payment Mode:

1. Direct Bank Payment

Deposit the Application Fee at any branch of the People's Bank in favor of **University of Jaffna. Reference Number 3267501300900381 (to be entered in the "Account Number" field in the deposit slip)**. The deposit slip must be attached with the application as the proof of the payment of Application Fee.

OR

2. Online Bank Payment

For Online payment, please note the following details:

- ➊ Bank Name: People's Bank, Sri Lanka
- ➋ Bank Account Name: University of Jaffna
- ➌ Bank Account Number: 162100310000891
- ➍ Reference Number: 3267501300900381

If you require any clarification regarding the application, please contact the **Deputy Registrar, Non-Academic Establishments, University of Jaffna**, within office hours. Contact number **021 222 8566**, email: **jobs@univ.jfn.ac.lk**.

REGISTRAR