UNIVERSITY OF COLOMBO

CENTER FOR ENVIRONMENTAL INITIATIVES (CEI)

POST OF DIRECTOR

(No. of Vacancies – 01)

This is a part-time position, for a period of three years.

QUALIFICATIONS AND EXPERIENCES:

- Applications are invited for the above position from the qualified permanent members of the academic staff of the University of Colombo holding a post of **Senior Lecturer or above,** preferably with academic training and proven interest in the field of environmental sciences.

Please send your self-prepared application (with a cover letter addressed to the Vice-Chancellor) along with the certified copies of relevant certificates (educational, professional, experience, etc.) by hand to the **Assistant Registrar/ Academic Establishments, University of Colombo, 94, Cumaratunga Munidasa Mawatha, Colombo 03** through the respective Head of the Department and the Dean of the Faculty as per the directives given in the University of Colombo Circular No. 70 dated 14.09.2020 (https://drive.google.com/file/d/1QbuHh_1dKVendOkEM3Xib_O2msG6muYF/view) on or before **10-12-2026,** emailing the copy of the application to the recruit.temp@ace.cmb.ac.lk**.**

The Post applied should be indicated on the top left-hand corner of the envelope or in the subject line of the e-mail.

Please visit the university website (https://cmb.ac.lk/) to download the Terms of References of the Post of the Director.

Applications received after the closing date will not be considered. Incomplete applications will be rejected.

Vice-Chancellor
University of Colombo
94, Cumaratunga Munidasa Mawatha,Colombo 3.

26 November 2026

Terms of Reference for the Director
Center for Environmental Initiatives (CEI)
University of Colombo

The Director position at Center for Environmental Initiatives (CEI), University of Colombo, Sri Lanka is a position for a period of three years. The following include the specific tasks/ responsibilities of the selected individual:

- The Director shall be the chief administrative officer of the Center. He/ She shall ensure the efficient functioning and shall be responsible and answerable to the Board and the Committee for all the affairs of the Center including his/her actions and inactions.
- Preside over all the meetings of the Center.
- Prepare and present the annual plan of activities and functions for the approval of the Management Committee and the Board of Management.
- Present annual accounts to the Management Committee and the Board of Management.
- Decision making on the projects and events organized by the CEI.
- Prepare and present progress reports of activities and functions when necessary or asked for by the Board of Management.
- Coordinate with other officers of the Center to ensure the efficient functioning and guide and advice Environmental Officer on the activities conducted by the CEI