



VACANCY

POST OF TEMPORARY DEMONSTRATOR OFFICE OF THE INTERNATIONAL RELATIONS

QUALIFICATIONS

- A pass in the Bachelor's Degree.
* Preference will be given for those who have passed the Degree with first or second class from a recognized University.
(Candidates with pending results may apply)
and
- A Diploma in HR, Administration or Executive Secretarial program from a recognized institution.
- Work or Internship experience at an organization discharging administrative or project management responsibilities.
- Communicative Skills in English (Written & Oral)

Salary Scale: U-AC 1 Rs. 40,920/= p.m. (fixed)

(Salaries are in accordance with the latest UGC Circulars. In addition to salary, other allowances approved for the post by the UGC will be paid.)

OTHER BENEFITS

Annual Incentives, Priority basis treatments at University Hospital - KDU and other privileges.

Note:

1. The University reserves the right to shortlist candidates for interview.
2. Application forms and other relevant details can be downloaded from the KDU website, www.kdu.ac.lk
3. Duly completed applications with copies of relevant certificates should be submitted under registered cover to reach "The Registrar, General Sir John Kotelawala Defence University, Ratmalana 10390" on or before 07.12.2023.
4. Applied post should be written on the top left hand corner of the envelope.
5. You must serve at least six (06) months in the post after assuming duties.

Application should be addressed to

**The Registrar,
General Sir John Kotelawala Defence University,
Ratmalana 10390
Sri Lanka**

Closing Date

07.12.2023

Visit our
Website for further details –
www.kdu.ac.lk