



UNIVERSITY OF VOCATIONAL TECHNOLOGY



MINISTRY OF EDUCATION, HIGHER EDUCATION AND VOCATIONAL EDUCATION

VACANCIES

Applications are invited from suitably qualified citizens of Sri Lanka to serve at the University College in the following post.

❖ Qualifications, Experience, Application & other relevant information.

University College - Jaffna

Director/ Chief Executive Officer – 01 Post

Job Description:

- Exercise and perform duties and functions as may be conferred or imposed on or assigned to him by Act, Regulations made under the Act or by any appropriate Instrument.
- Carry out the directions set out by the Board of Management and consultations of Board of Studies.
- Seek advice of the Board of Management and the Vice Chancellor of the University on policy matters to ensure continuity and legal advice on policy matters.
- Formulate a development policy for the University College in consultation with the Academic Community.
- Perform in line with the objectives set out in the Corporate plan/ Business plan.
- Shall be a member of Board of Management and may chair the same.
- Shall be a member of Board of Studies and chair the same.

Qualifications:

01. (a) A degree with specialization in the field of Engineering, Economics, Business Management or similar subject.
OR
(b) Corporate membership of a recognized Professional Chartered Institution or Corporate membership of Institute of Engineers Sri Lanka.
AND
02. (a) A Masters Degree obtained in the field of Engineering, Economics, Business Management or similar subject.
AND
03. (a) Candidate should have been in the post of Senior Lecturer Grade I or above post of a University.
OR
(b) Candidate should have at least ten (10) **years** experience in a post of senior managerial level in a public institution / establishment or recognized private mercantile establishment after obtaining first degree / professional qualification.
OR

- (c) Candidates should be an officer in an all island services serving 15 years or more in the executive capacity and out of the 15 years, 03 years should be in the Grade I or above post of the relevant service.

Note.

- I. "Degree", Masters Degree", "Doctoral Degree" means Degree,/ Masters Degree/Doctoral Degree offered by a University or a Higher Educational Institution established by as Act of Parliament of Sri Lanka or Recognized by the University Grant Commission of Sri Lanka
- II. 'Degree in the similar subject' means a degree relevant to the field of Business Management which is approved by the Board of Governors of the University of Vocational Technology.
- III. 'Recognized private mercantile establishment' means a mercantile establishment listed in Colombo Stock Exchange or recognized by Board of Governance of University of Vocational Technology.

Every applicant,

- I Should be a citizen of Sri Lanka.
- II Should be physically and mentally fit to discharge the duties of the post well.
- III Should be of excellent moral character.

General Instructions:

- This post is non-transferable.
- The post applied for should be marked on the top left hand corner of the envelope.
- A letter from the employer indicating whether the applicant could be released in the event of his/her appointment to the post in case of an applicant serving in the Institution.
- The duly completed applications on prescribed forms (*downloaded from the University Website) should send together with the evidence of the relevant experience, educational qualification and other achievements.
- Applications should be in a sealed cover/envelope addressed to the Acting Vice Chancellor, University of Vocational Technology, No 100, Kandawala, Ratmalana and either hand delivered or sent under registered cover to reach the above office on or before 9th December 2025.
- All incomplete applications will be rejected.
- Only the shortlisted applicants will be called for written competitive examination and/or structured interview.
- Any attempt to make undue influence on the selection process would lead to disqualification of the applicant.

**Acting Vice Chancellor
University of Vocational Technology
No. 100,
Kandawala,
Ratmalana.**

Tel: 0112 630 704

Web: www.uovt.ac.lk

09th November 2025