



GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY

FEMALE HOSTEL (KDU)

VACANCY

TEMPORARY BASIS

SUB WARDEN - Female (full time)



01. Post of Sub Warden - Female (full time) - (Temporary Basis)

REQUIRED QUALIFICATIONS

(A) A Bachelor's Degree which is recognized by the UGC. Preference will be given to those with experience in administration and management of Hostels.

Age: Should be not more than 45 years of age on the closing date of applications.

SALARY: A daily payment of LKR 1856/= (Approximate monthly pay - 37,210/= for 20 working days, will be paid based on the attendance.)

OTHER BENEFITS: EPF, ETF, priority basis treatments at University Hospital - KDU & free accommodation at the hostel premises.

GENERAL CONDITIONS

01. Should be a citizen of Sri Lanka.
02. Above post is a temporary post, which the duration of employment is only for 180 days. Further extensions will be granted based on the requirement of the University and the progress shown during the initial contract.
03. Selections will be done based on the results of a structured interview.
04. Only the applicants who meet the required qualifications will be summoned for the interview.
05. The University reserves the right to shortlist candidates for the interview.
06. The applicant should send the application downloaded from the website (www.kdu.ac.lk) with certified copies of relevant certificates by registered post to reach The Registrar, General Sir John Kotelawela Defence University, Ratmalana or hand deliver to the University on or before **25/07/2023**.
07. Applied post should be written on the top left-hand corner of the envelope.
08. Applicants are strictly advised to apply in the format which can be downloaded from the KDU website. Late, incomplete or applications which do not comply with the prescribed format will be rejected.
09. Applicants are required to submit two character certificates preferably from a JP or clergy in the residential area.