



UNIVERSITY HOSPITAL
General Sir John Kotelawala Defence University

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GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY

VACANCIES TO

General Sir John Kotelawala Defence University Hospital calls applications
from qualified candidates / individuals for the following post:
(On Permanent Basis)

Post of Management Assistant – Grade III (Non – Technical)

Qualifications:

I. Shall have passed in six (06) subjects including Sinhala / Tamil Language, Mathematics and English with four (04) credit passes at one sitting at the G.C.E. (O/L) Examination.

AND

II. Shall have passed three (03) subjects at the G.C.E. (A/L) (Except Common General Test) at one sitting.

Age Limit:

Shall not be less than 18 years and not more than 45 years.

Salary Scale:

MA 1-2 Rs. (27,910 - 10 x 300 - 7 x 350 - 12 x 600 - 12 x 710 - 49,080)
Management Assistant (Non-Technical) Grade III is placed under 1st step of MA 1- 2 which is Rs. 27,910.00.

General Conditions:

1. Shall be a citizen of Sri Lanka.
2. Shall be adequate physical and mental fitness to discharge the duties of the post well, and to serve in the General Sir John Kotelawala Defence University Hospital or at any other place in the island, as may be determined by the University Administration.
3. Shall be of excellent moral character.
4. The applicants should have completed all the requisite qualifications by the closing date of applications.

5. The above is on permanent basis and the recruits will be on probation for a period of three (03) years.
6. Contribution of the employee to Employees Provident Fund (EPF) is 10% and the university will contribute 15% to (EPF) and 3% to the Employees Trust Fund (ETF).(Subject to revisions that may be introduced by Parliament by law).
7. Duly completed applications with certified copies of relevant certificates shall be submitted under registered post to the “Executive Director, University Hospital, General Sir John Kotelawala Defence University, Werahera” on or before 24.07.2023. The post applied should be indicated on the top left hand corner of the envelope.
8. General Sir John Kotelawala Defence University Hospital reserves the right to shortlist prospective applicants.
9. Incomplete or late applications which do not comply with the prescribed format will be rejected.
10. Application Form and other relevant details could be downloaded from the KDU website. (www.kdu.ac.lk) Contact: 011 - 2044555

www.kdu.ac.lk