UNIVERSITY OF COLOMBO SCHOOL OF COMPUTING (UCSC)

VACANCY

University of Colombo School of Computing (UCSC) a leading Higher Education Institute which provides Undergraduate and Postgraduate education in Computing and related fields in Sri Lanka will entertain applications for the following post from suitably qualified persons up to **19th October 2026.**

01. MANAGEMENT ASSISTANT GR.III

EDUCATIONAL QUALIFICATIONS:

(1) Should have passed G.C.E. (O/L) Examination in six (06) subjects at one sitting with credit passes in:-

i. Sinhala language/ Tamil Language
ii. English Language/ English Literature
iii. Mathematics

AND

(2) Should have Passed in all subjects at G.C.E. (A/L) Examination (except the Common General papers) at one sitting
(Passing in 3 subjects under the old syllabus at one sitting would be sufficient for this purpose)

❖ Preference will be given to those who possess the following;

a) An acceptable qualification in Computer Applications of not less than six (06) months duration obtained from a recognized institute

&

b) Two years of experience in the use of computer application packages.

Method of Recruitment: Written Examination and Interview

Note:

1. Should be a citizen of Sri Lanka.
2. Should be not less than 18 years and not more than 30 years of age on the closing date of applications.
3. Should be of good character.

SALARY SCALE : Rs. 49,475-17x540- 58,655p.m UMN I(III) as at 01.01.2025

METHOD OF APPLY:

01. Complete and submit the relevant online application form available in the UCSC web site (https://www.ucsc.cmb.ac.lk/vacancies).

02. Duly completed hard copy of the filled online application form should be sent with copies of relevant certificates and indicating the post applied for "**MANAGEMENT ASSISTANT GR.III** "on the top left hand corner of the envelop to reach the Deputy Registrar/ Establishment Division/University of Colombo School of Computing,35, Reid Avenue, Colombo 07, to be received registered post on or before 19th October 2026.

03. Non-refundable selection test fee for the post of Management Assistant Gr.III is Rs.1,500/- will be charged. This payment can be made using any bank card (debit card or credit card),and the fee must be paid only through the payment method provided in the online application system .

04. University of Colombo School of Computing reserves the right to short list the candidates.

05. Applications received after the closing date; incomplete; without payment for selection test or not submitted on the format in the UCSC website will be rejected.

OTHER BENEFITS APPLICABLE TO THE POST:

- 10% and 7% of the salary by the employee and employer respectively, will be credited to the Universities Provident Fund. Further, 8% of the salary will be credited to the Pension Fund by the employer.

- Employees Trust Fund - 3% of the salary by the employer

Director
University of Colombo School of Computing
No. 35, Reid Avenue
Colombo 07.
27.09.2026