



**Distance and Continuing Education Unit
University of Ruhuna**

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Vacancies - Post of Coordinator for Registration and Examination/DCEU

Applications are called from the staff of the University of Ruhuna for the post of Coordinator for Registration and Examinations/Distance and Continuing Education Unit. The appointment of the Coordinators of the Centre is to be made in conformity with the reforms introduced by the UGC as detailed in its Circular No. 932 on External Degrees and Extension Courses.

1. Eligibility:

Persons holding the post of Senior Lecturer Gr. II and above are eligible to apply.

2. Job Descriptions

He/She shall work under the directions and guidance of the Director/DCEU. The specific duties of the Coordinator are;

He/She has to bear the responsibilities of examinations activities of the Degree, Diploma, Certificate level courses conducted under DCEU and student registration of new programmes as well as ongoing programmes.

3. Period of employment

Part-time assignment and is valid for a period of three years.

4. Remuneration

15% of the basic salary of his/her substantive post will be paid as an allowance according to the UGC Commission Circular No. 01/2016 dated 01.01.2016.

5. Closing date:

03rd March 2022

Interested Senior Academic Staff members are kindly requested to send the self-prepared application with the Curriculum Vitae along with other supportive documents to the Assistant Registrar/DCEU through proper channels of communication before the closing date of applications.

Director
Distance and Continuing Education Unit
17/02/2022

Professor Vajira P. Bulugahapitiya
Director
Distance and Continuing Education Unit
University of Ruhuna
Wellamadama, Matara.