



EASTERN UNIVERSITY, SRI LANKA

VACANCIES

The Eastern University, Sri Lanka will entertain applications from suitably qualified persons for the following permanent non-academic cadre posts up to 18.11.2025.

1. POST OF MANAGEMENT ASSISTANT - GRADE III

Qualifications :

- 1) Should have passed the 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&
- 2) Should have passed in all subjects at G.C.E. (A/L) Examination (except the common General Paper) at one sitting. (Passing in 3 subjects under the old syllabus at one sitting would be sufficient for this purpose.)
- 3) 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.

Note: - Eligibility

- a) Should be a citizen of Sri Lanka.
- b) Should be not less than 18 years and not more than 30 years of age on the closing date of the applications.
- c) Should be of good character.

Salary Scale : U-MN 1 (III): Rs. 49,475-17x540-58,655 p.m. as at 01.01.2027
Salary will be paid in accordance with Management Services Circular No. 06/2025 and Commission Circular No.02/2025 (i)

Method of Selection : By Written Examination (75% marks)

- Knowledge in Sinhala/Tamil & English Language
- Intelligent quotient and General Knowledge
- (Computer Literacy)
- Relevant Subject area

and

Interview (25% marks)

2. POST OF WORKS AIDE - GRADE III

3. POST OF SECURITY GUARD - GRADE III

Note – Qualifications for the above-mentioned posts of 2 and 3

Should have passed the G.C.E. (O/L) Examination in the six (06) subjects with at least two (02) credit passes in not more than two sittings.

Other:-

1. Should be a citizen of Sri Lanka.
2. Should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the island.
3. Should be of excellent moral character.

Salary Scale : U-PL 1 (III): Rs. 42,775-16x450-49,975 p.m. as at 01.01.2027
Salary will be paid in accordance with Management Services Circular No. 06/2025 and Commission Circular No. 02/2025 (i)

Selection : By Trade Test and / or Structured Interview.

Age : Should be not less than 18 years and not more than 45 years.

In addition to the basic salary, the Cost of Living Allowance and other approved allowances will be paid to the selected candidate/s.

Qualifications: Required qualifications are available on the university website.

Closing Date: 18.11.2025

METHOD OF APPLICATIONS

- (a) Applicants are requested to apply via online:

Link: (<http://application.esn.ac.lk/>);

QR code:



- (b) After submitting the duly filled application via online, the submitted application hard copy should be sent to **the Deputy Registrar, Non-Academic Establishments Division, Eastern University, Sri Lanka, Vantharumoolai, Chenkalady** on or before the **25.11.2025**.

- Should accompany the **paid Bank Slip** for the deposit of a sum of Rs. 500.00 credited to the Account No: 227-1001-4-0000024, at any branch of the People's Bank, drawn in favour of "Bursar, Eastern University, Sri Lanka".

- Copies of educational & professional qualifications along with and service certificates.

- (c) The post applied for should be marked on the top left corner of the envelope.

- (d) The candidates who apply for more than one post should submit **separate applications along with separate Bank slips in separate covers for each post**.

- (e) Applicants who are employees of University System, Government Departments, State Corporations and Statutory Bodies should forward their applications through the Head of their respective institutions, but may send an advance copy in the first instance. However, no such applicant will be considered for interview, if the application channelled through the Head of the Department is not received.

- (f) Applications will not be entertained personally and the University will not bear any responsibility for such submissions.
- (g) **Incomplete & illegible applications, applications which are not attached with supportive documents & paid Bank slip and applications received by the University after the closing date will be rejected without intimation.**

Note: The University reserves the right to short list and interview only such applicants as the University may consider suitable for appointment.

Further clarifications can be obtained from the Deputy Registrar, Non-Academic Establishments Division, Eastern University, Sri Lanka. Contact No.: 065-2240581 or e-mail dr_nonacademic_establishments@esn.ac.lk.

Registrar
Eastern University, Sri Lanka,
Vantharumoolai, Chenkalady.
19.10.2025