

#### **UNIVERSITY GRANTS COMMISSION**

#### COMMISSION CIRCULAR NO.09/2018

No. 20, Ward Place Colombo 07

August 28, 2018

Vice Chancellors of Universities Rectors of Campuses Directors of Institutes

# AMENDMENT TO THE SCHEMES OF RECRUITMENT FOR THE POST OF STAFF MATRON & STAFF MATRON, DENTAL SCHOOL /DENTAL FACULTY

Your attention is invited to the existing Schemes of Recruitment for the post of Staff Matron & Staff Matron, Dental School /Dental Faculty given in Commission Circular No. 874 of 15.03.2016 and No. 922 of 23.06.2010.

- 02. The Commission having reviewed the provisions of above circulars, decided to amend the existing Schemes of Recruitment of the post of Staff Matron & Staff Matron, Dental School /Dental Faculty as shown in **Annex I**.
- 03. The amended Schemes of Recruitment for the post of Staff Matron & Staff Matron, Dental School /Dental Faculty will come into force with effect from 03.09.2018.
- 04. Please take action accordingly.

Prof. Mohan de Silva

Chairman

#### Copies:

- 1. Secretary/ Ministry of Higher Education & Cultural Affairs
- 2. Chairman's Office/UGC
- 3. Vice-Chairman/UGC
- 4. Members of the UGC
- 5. Secretary/ UGC
- 6. Deans of Faculties
- 7. Registrars of Universities
- 8. Accountant/UGC
- 9. Bursars of Universities
- 10. Librarians/SAL/AL of the Higher Educational Institutions/ Institutes
- 11. Deputy Registrars/ Snr. Asst. Registrars/ Asst. Registrars of Campuses/Institutes
- 12. Deputy Bursars/Snr. Asst. Bursars/Asst. Bursars of Campuses/Institutes
- 13. Internal Auditor/UGC
- 14. Govt. Audit Superintendents of Universities
- 15. Deputy Int. Auditors/Snr. Asst. Int. Auditors/Asst. Int. Auditors of HEIs
- 16. Secretaries of Trade Unions
- 17. Auditor-General

# Staff Matron

U-EX 1 (II)

EB- After completion of three (03) years of service from the date of appointment as Staff Matron and having earned all three increments

#### Method of Recruitment

By Promotion. Selection by a Structured Interview. Applicants who have scored 40% marks or above at the structured interview are eligible to be considered for selection.

# Qualifications

A holder of the post of Nursing Officer and confirmed in that post who has completed eighteen (18) years of satisfactory service of which three (03) years should be in the post of **Matron (Higher Grade)** in the University system.

# Staff Matron Dental School/Dental Faculty

U-EX 1 (II)

EB- After completion of three (03) years of service from the date of appointment as Staff Matron, Dental Faculty and having earned all three increments

#### Method of Recruitment

By Promotion. Selection by a Structured Interview. Applicants who have scored 40% marks or above at the structured interview are eligible to be considered for selection.

# Qualifications

A holder of the post of Dental Nurse and confirmed in that post who has completed eighteen (18) years of satisfactory service (excluding the three year period of training) of which three (03) years should be in the post of Matron (Higher Grade), Dental School / Dental Faculty in the university system.