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பல்கலைக்கழக மானியங்கள் ஆணைக்குழு
UNIVERSITY GRANTS COMMISSION

මගේ අංකය
எனது இலக்கம்
My Number

} UGC/HR/01

තැපැල් පෙට්ටිය
அஞ்சல் பெட்டி
Post Office Box

} 1406

ඔබේ අංකය
உமது இலக்கம்
Your Number

20, වෝඩ් පෙදෙස, කොළඹ 07, ශ්‍රී ලංකාව.
20, வாட்டு இடம், கொழும்பு 7, இலங்கை.
20, Ward Place, Colombo 07, Sri Lanka.

September 16, 2021

Rectors of Campuses
Directors of Institutes
Registrars of Universities

FILLING OF VACANCIES

You are kindly requested to perfect the annexed schedule (**Annex I**) as at **September 15, 2021** and forward the same **on or before September 29, 2021 by email to head.hr@ugc.ac.lk** with the copy to **shanika@ugc.ac.lk** in order to facilitate the process of filling the vacancies in the posts of Deputy Secretary/ Deputy Registrar, Deputy Accountant/Deputy Bursar/ Deputy Internal Auditor, Senior Assistant Secretary/ Senior Assistant Registrar, Senior Assistant Accountant/ Senior Assistant Bursar/Senior Assistant Internal Auditor, Assistant Secretary/ Assistant Registrar, Assistant Accountant/ Assistant Bursar/ Assistant Internal Auditor.

Please note that if the above requested details are not received on or before the specified date we would compel to treat that there are no vacancies in the above posts at the HEI concerned to be filled.


D. L. Dishan Jayantha
Additional Secretary/ HR
For Secretary

C.c. – Senior Assistant Secretary, Personnel / University Grants Commission