



**UNIVERSITY OF COLOMBO
SRI LANKA**

VACANCIES

Applications will be entertained from suitably qualified applicants for the following post at the Accounts Branch, University of Colombo.

Account Assistants (On Contract)

Minimum Qualifications

1. Degree in Finance/Accountancy/ Business Management or equivalent qualification.
and
2. Two years' minimum experience in the field of Accounting or Auditing from a reputed government or private organization.
3. Should be a citizen of Sri Lanka and should be a good character.
4. Should have knowledge of procurement.
5. Preference will be given to those who have the following qualifications in addition to the Degree.
 - i. Business level 01 in institute of Chartered Accountants of Sri Lanka (CASL) or equivalent qualification.
 - ii. Member in Association of Accounting Technician of Sri Lanka (MAAT)

Age	:	Between 18 – 35 years
Remuneration	:	Rs. 50,000/- + Cost of Living Allowance + EPF (12%)+ ETF (3%)
Period of Contract	:	One Year

GENERAL CONDITIONS

This appointment is on a contract basis and initially for a period of one year. However, the University may consider extending the service of the selected candidate depending on satisfactory performance during the period of the contract.

Please send your self-prepared application along with the copies of relevant certificates (educational, professional, experience etc.) e- mail (hrdeansoffice@med.cmb.ac.lk) on or before **16-06-2025**.

Please check the University website (www.cmb.ac.lk) and (med.cmb.ac.lk).

The Post applied for should be marked on the top left-hand corner of the envelope. Photocopies of the relevant certificates should be sent to verify eligibility and applications which are not supported with such certificates and submitted on or before deadline will be rejected.

Please fill this google form on or before 31.07.2025.

<https://forms.gle/WnxuesxyN9HFkDoq7>

Registrar
University of Colombo
Colombo 03.
31.07.2025