UNIVERSITY OF COLOMBO

POST OF ASSISTANT LIBRARIAN/
SENIOR ASSISTANT LIBRARIAN GRADE II/ GRADE I

The University of Colombo will entertain applications from suitably qualified persons for the above posts up to the **29th of April 2024**.

01.   EDUCATIONAL QUALIFICATIONS

(A)   Assistant Librarian:

(1)   A First or Second Class (Upper Division) in a Special Degree;

 OR

(2)   A Second Class (Lower Division) in a Special Degree or a First or Second Class (Upper Division) in a General Degree;

OR

(3)   A Pass in a Degree Examination and a Postgraduate Degree of at least 02 academic years duration in the field of Library and Information Sciences with a research component by way of thesis/ dissertation.

Preference will be given to those candidates with Computer Science/ Information & Communication Technology.

NOTES :

(i)   An applicant who is eligible under (3) above could be considered for appointment <u>only</u> if no applicant/s qualified under (1) or (2) above is available.

(ii)   An applicant who is eligible under (2) above could be considered for appointment <u>only</u> if no applicant/s qualified under (1) above is available.

(B)   Senior Assistant Librarian Grade II:

(1)   (i)   A First or Second Class (Upper Division) in a Special Degree;

          OR

         (ii)   A Second Class (Lower Division) in a Special Degree or a First or Second Class (Upper Division) in a General Degree;

          OR

(iii)   A Pass in a Degree Examination and a Postgraduate Degree of at least 02 academic years duration in the field of Library and Information Sciences with a research component by way of thesis/ dissertation.

AND

(2)   A Master's Degree in Library & Information Sciences obtained after a full-time course of study of at least two academic years duration (or an equivalent part-time course of study) with a research component by way of thesis/ dissertation or a Doctoral Degree.

AND

(3)   **At least six (06) years** experience in one or more of the following including the time devoted to acquire the qualifications at (2) above:-

      (i)   Experience in Librarianship in a recognized Library,
      (ii)   Professional and academic competence & quality of service within the library,
      (iii)   Research in Library & Information Sciences or any other related field in a recognized Institution.

Preference will be given to those candidates with Computer Science/ Information & Communication Technology.

(C)   **Senior Assistant Librarian Grade I:**

(1)   (i)   A First or Second Class (Upper Division) in a Special Degree;

    OR

    (ii)   A Second Class (Lower Division) in a Special Degree or a First or Second Class (Upper Division) in a General Degree;

    OR

    (iii)   A Pass in a Degree Examination and a Postgraduate Degree of at least 02 academic years duration in the field of Library and Information Sciences with a research component by way of thesis/ dissertation.

AND

(2)   A Master's Degree in Library & Information Sciences obtained after a full-time course of study of at least two academic years duration (or an equivalent part-time course of study) with a research component by way of thesis/ dissertation or a Doctoral Degree.

AND

(3)   **At least twelve (12) years** experience {of which not less than six (06) years should have been <u>after</u> obtaining qualifications stipulated in (2) above} in one or more of the following:-

      (i)   Experience in Librarianship in a recognized Library,
      (ii)   Professional and academic competence & quality of service within the library,
      (iii)   Research in Library & Information Sciences or any other related field in a recognized Institution.

NOTE : Evidence of continuing active participation in research or professional experience will also be an important factor in the Selection.

Preference will be given to those candidates with Computer Science/ Information & Communication Technology.

02.   SALARY AND OTHER CONDITIONS OF APPOINTMENT :

Salary Code: U-AC 3 (for Assistant Librarian/ Senior Assistant Librarian Grade II/ Grade I)

Rs. 54,600 – 10x1,335; 13x1,630; 8x2,170 – 106,500 p.m. *(as at 01.01.2020)*

U-AC 3(IV) : Assistant Librarian   : Rs. 54,600 – 10 x 1,335 – 67,950 p.m. *(as at 01.01.2020)*

U-AC 3(II) : Senior Assistant Librarian Grade II : Rs. 79,360 – 11 x 1,630 – 97,290 p.m. *(as at 01.01.2020)*

U-AC 3(I)   : Senior Assistant Librarian Grade I : Rs. 91,310 - 7 x 2,170 – 106,500 p.m. *(as at 01.01.2020)*

In addition, the Government-approved allowances applicable to the University system will be paid.

The selected candidate will be a member of the Universities Provident Fund as well as of the University Pension Scheme. He/ She will contribute 10% of his/her monthly salary to the Universities Provident Fund and at the same time the employer will make a total contribution of 15% of his/her salary of which 8% will be credited to the Universities Pension Fund and 7% to the Universities Provident Fund. Three percent (3%) of the salary will be contributed by the University to the Employees' Trust Fund in terms of the provisions of the Employees' Trust Fund Act, No. 46 of 1980.

The appointment will be on probation for a period of three years which may be extended at the discretion of the Council of the University of Colombo.

The other conditions of appointment will be in accordance with provisions of the Universities Act No. 16 of 1978, Universities (Amendment) Act No. 7 of 1985 and Universities (Amendment) Act No. 1 of 1995 and Ordinances, By-laws, Regulations and Rules, etc. made thereunder.

IMPORTANT

> **Applicants from Higher Educational Institutions, Government Departments and Government Corporations should apply through the Heads of such Institutions. Applications which do not conform to this requirement will be rejected. Such applicants are strongly advised to submit an advance copy to the address given below.**

It is **compulsory** to send the hard copy of the **same** generated PDF document with the signature of the Candidate. Any alterations made to the original document and non-submission of the hard copy of original PDF cause disqualification from the selection process.

Additionally certified copies of relevant educational (including transcripts), professional, extra-curricular, and service certificates are also required to be enclosed to the said complete application and be forwarded the same under the registered post & e-mail (**recruit@ace.cmb.ac.lk**) to the **Deputy Registrar/ Academic Establishments, University of Colombo, 94, Cumaratunga Munidasa Mawatha, Colombo 03** on or before the deadline.

The application ID and the post applied for should be indicated on the left-hand corner of the envelope.

Applications received after the closing date will not be considered. Incomplete applications will be rejected.

For Acting Registrar.
University of Colombo
94, Cumaratunga Munidasa Mawatha,
Colombo 03.

05 April 2024