



UNIVERSITY OF COLOMBO

NOTICE

POST OF SENIOR ASSISTANT REGISTRAR

(LEGAL & DOCUMENTATION)

The University of Colombo will entertain applications internally (From the staff of the Commission/Higher Education Institutions/ Institutes) in line with the UGC Establishments Circular Letter No. 09/2023 dated on 21-11-2023, from suitably qualified persons for the post of Senior Assistant Registrar (Legal & Documentation) up to **02nd of November 2026**.

The handout and instructions for completing the application process can be obtained by visiting the University website. (<https://cmb.ac.lk/vacancies>).

All applications should be submitted by the applicants by filling out the Google Form via the link given below.

[Download details](#) | [Apply](#)

It is **compulsory** to send the hard copy of the **same** generated PDF document with the signature of the candidate along with the certified copies of relevant educational (including transcripts), professional, extra-curricular, and service certificates and be forwarded 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.

Any alterations made to the original document and non-submission of the hard copy of the original PDF document will cause disqualification from the selection process.

All the applicants should forward their applications through the Head of the Commission/ University/ Campus/ Institute. **Applications which do not conform to this requirement will be rejected.**

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

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

Registrar

University of Colombo

94, Cumaratunga Munidasa Mawatha, Colombo 3.

12 October 2026