



**UNIVERSITY OF MORATUWA
SRI LANKA**

VACANCIES

University of Moratuwa will entertain applications for the undermentioned posts from suitably qualified persons.

Post of Management Assistant Grade III (Store-keeping)

- Qualifications:**
1. Should have passed the G.C.E. (O/L) Examination in six (06) subjects at one sitting with credit passes in:-
 - (i) Sinhala Language/Tamil Language
 - (ii) English Language/English Literature
 - (iii) Mathematics&
 2. Should have passed in all subjects at G.C.E. (A/L) Examination (except the Common General papers) at one sitting.

Preference will be given to those who possess the following:

- (a) An acceptable qualification in computer applications of not less than six (06) months duration obtained from a recognized institute.
&
- (b) Two years of experience in the use of computer application packages.

Post Specific Qualifications

In addition to the qualifications mentioned above the candidates should have possessed one year experience in Store-keeping and/or a pass in the subject of Commerce at the G.C.E (Ordinary Level) Examination or in the subject of Accountancy at the G.C.E. (Advanced Level) Examination.

Note: A Security Deposit to be furnished as determined by the University of Moratuwa.

****Salary Scale:** U-MN 1 (III) : Rs. 49,475-17x540-58,655 p.m.
Salary will be paid in accordance with Management Services Circular No. 06/2025 and University Grant Commission Circular No. 02/2025 (i)

Method of Selection: By Written Examination (75% marks) of following Subjects:

- Knowledge in Sinhala/Tamil & English Language
 - Intelligent Quotient and General Knowledge
 - Computer Literacy
 - Knowledge in Store-keeping
- and

Interview (25%marks)

NOTE:-

Eligibility

- a) Should be a citizen of Sri Lanka.
- b) Should be not less than 18 years and not more than 30 years of age on the closing date of applications.
- c) Should be of good character.

****** In addition to the basic salary, the cost of living allowance and other approved allowances will be paid to the selected candidate/s.

All applicants should submit their applications through the online system on or before **31.08.2026**. To submit applications through the online system, applicants should visit the University of Moratuwa web site <https://uom.lk/vacancies>. The online application process will be open on **09.08.2026 and will end on 31.08.2026**.

All applicants are hereby directed to download the application form of each vacancy available online and to forward duly completed hard copies along with all annexures certified by themselves via registered post to the Assistant Registrar, Establishments (Non-Academic) Division, University of Moratuwa, Moratuwa, on or before **31.08.2026**.

Applicants from Higher Education Institutes, Government Departments, Corporations and Statutory Boards should submit their applications through the respective Heads of the respective Departments.

Please note that applications not received by registered post or through the respective Heads of the Departments, as stated above, or applications received after the deadline or submitted incomplete, will be rejected.

Applicants who encounter technical difficulties while submitting their applications via online may contact the University on 011-2640511.

The University reserves the right to conduct recruitment process and selections in accordance with approved recruitment schemes for the relevant posts.

**Registrar
University of Moratuwa
Moratuwa.
07.08.2026**