

# Vacancies

## Institute of Technology

### University of Moratuwa

Institute of Technology University of Moratuwa is Calling applications for the post of Management Assistant in the division of Information Technology.

#### Management Assistant in the Division of Information Technology

#### Qualification :

- I. Should have passed in three (3) subjects at 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

And

- II. Should have passed in all subjects at G.C.E (A/L) Examination (except the Common General Paper) at one sitting.  
(Passing in 3 subjects under the old syllabus at one sitting would be sufficient for this purpose.)

- III. 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.

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(b) Two years of experience in the use of computer application packages.

**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

**Post and Salary Code : Rs. 48,525/- (With Allowances)**

**Application Process :** Those who are interested should e-mail their self – prepared applications with copies of certificates to prove qualifications and experience on or before 8<sup>th</sup> February 2025 to [office-it@itum.mrt.ac.lk](mailto:office-it@itum.mrt.ac.lk)

**Deputy Registrar,  
Institute of Technology,  
University of Moratuwa,  
Diyagama , Homagama.**

**01121224000**