



UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 07 /2017

No. 20, Ward Place,
Colombo 07.

February 20, 2017

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

SCHEMES OF RECRUITMENT FOR THE POSTS OF COMPUTER APPLICATIONS ASSISTANT GRADE III, GRADE II, GRADE I, STAFF ASSISTANT(COMPUTER APPLICATIONS) AND SENIOR STAFF ASSISTANT(COMPUTER APPLICATIONS)

Your attention is invited to the Scheme of Recruitment of the above posts stipulated in Commission Circular No. 804 of 03.07.2002 as amended by Establishments Circular Letter No. 17/2013 of 20.12.2013 and Commission Circular No. 12/2015 of 17.09.2015.

2. The Commission at its 958th meeting held on 02.02.2017 having considered the requirement made by Establishments Circular Letter No. 17/2013 that the holders of the post of Computer Applications Assistant Grade III should sit the written examination for promotion to Grade II conducted for the clerical and allied grade employees, decided to rule out the "Test" given under the method of Recruitment in the existing Scheme of Recruitment of the posts of Computer Applications Assistant Grade I and Staff Assistant (Computer Applications), to be effective from the first batch of Computer Applications Assistants, Grade III who were required to sit the written examination for promotion to Grade II as imposed by Establishments Circular Letter No. 17/2013.

3. However, the current holders of the Computer Applications Assistant, Grade II and Grade I who were promoted to those grades in terms of the Schemes of Recruitment specified in Commission Circular No. 804, should be considered for their next immediate promotion to the post of Computer Applications Assistant Grade I /Staff Assistant (Computer Applications), as the case may be, by following the same method of recruitment given in Commission Circular No. 804. The subsequent promotion/s of such employees should be considered by interview or structured interview, as the case may be, in accordance with the decision at para. 2 above.

4. Please take action accordingly.


Professor Mohan de Silva
Chairman

Copies :

1. Secretary/ Ministry of Higher Education & Highways
2. Chairman's Office/UGC

Contd/ 2

3. Vice-Chairman/UGC
4. Members of the UGC
5. Secretary/ UGC
6. Deans of Faculties
7. Registrars of Universities
8. Accountant/UGC
9. Bursars of Universities
10. Librarians/SAL/AL of the Higher Educational Institutions/ Institutes
11. Deputy Registrars/ Snr. Asst. Registrars/ Asst. Registrars of Campuses/Institutes
12. Deputy Bursars/ Snr. Asst. Bursars/Asst. Bursars of Campuses/Institutes
13. Internal Auditor/UGC
14. Govt. Audit Superintendents of Universities
15. Deputy Int. Auditors/ Snr. Asst. Int. Auditors/Asst. Int. Auditors of HEIs
16. Secretaries of Trade Unions
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