



United Nations
Educational, Scientific and
Cultural Organization

SACTD

South
Asian
Centre for
Teacher
Development

South Asian Centre For Teacher Development
UNESCO Category 2 Centre

HOSTEL MANAGER

Are you a skilled HOSTEL MANAGER who is looking for an exciting opportunity to serve as HOSTEL MANAGER?

The South Asian Center for Teacher Development (SACTD) is calling for applications for the position of Hostel Manager.

Nature of Functions

1. Hostel management, housekeeping, and supervision of food and accommodation for guests.
2. High-level maintenance of the inside and outside appearance of the hostel and maintaining records including inventory and assets.

Nature of Appointment

1. Contract/permanent with entitlement to Employees' Provident Fund and Employees' Trust Fund.

Qualifications

1. A Degree in a relevant field (the relevant subject area should be mentioned) which is recognized by the U.G.C.

AND

A minimum of one year post qualifying experience in the relevant field to the Post, after obtaining the first degree.

2. Having passed the Intermediate Examination of a recognized professional chartered Institute, of which the subject area is relevant to the post and a minimum one year post qualifying experience in the relevant field to the post.

3. (For post related to technical field)

Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 7, issued by Technical/Vocational Training Institute accepted by Tertiary and Vocational Education Commission.

AND

A minimum of one year post qualifying experience in Public service, a Corporation, Statutory Board/ Institution or a reputed Private Institution.

Age Should not be less than 22 years and not more than 45 years

Other Requirements

1. Sri Lankan citizenship.
2. Physical and mental fitness for the duties of the post.
3. Excellent moral character.

Salary Scale

1. MM 1-1- 2016 Rs. [53,175 - 10 x 1,375 - 15 x 1,910 - 95,575]
2. MM 1-2- 2016 Rs. [54,550 - 10 x 1,375 - 15 x 1,910 - 96,950]
3. MM 1-3- 2016 Rs. [55,925 - 10 x 1,375 - 15 x 1,910 - 98,325]

Recruitment Procedure

1. Structured Interview.

Please apply for this position by sending your updated CV in MS Word or PDF format to ed@sactd.edu.lk before May 31, 2024.

Join SACTD in shaping the future of education in South Asia!



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