## **Notice**

## Receptionist - Dental Teaching Hospital, Faculty of Dental Sciences University of Peradeniya

## **Educational Qualifications:-**

 G.C.E (Ordinary Level) Examination in six subjects with credits passes in three subjects in not more than two sittings. The credit passes should include Sinhala/Tamil Language and English Language or Literature

## Other Qualifications and Experience:-

- 1. Excellent Communication skill in Sinhala and English Languages
- 2. Knowledge in Ms Office, Internet and Email
- 3. Minimum of 03 years experience in similar capacity
- 4. Good Interpersonal skills and pleasant personality
- 5. Must be a Sri Lankan

Those who are interested are requested to forward a complete Curriculum Vitae with all supporting documents to the Senior Assistant Registrar, Faculty of Dental Sciences on or before 10th September 2024.

150

Applications without supporting documents will be rejected.

Dean/ Faculty of Dental Sciences University of Peradeniya