

Notice

**Receptionist - Dental Teaching Hospital, Faculty of Dental Sciences
University of Peradeniya (Maximum Duration: 01 Year)**

Educational Qualifications

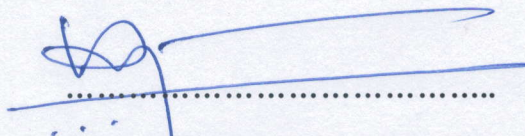
1. G.C.E (Original Level) Examination in six subjects with credits passes in three subjects in not more than two sittings. The credit passes should include Sinhala/Tamil Language and English Language or Literature

Other Qualifications and Experience

1. Excellent Communication skill in Sinhala and English Languages
2. Knowledge in Ms Office, Internet and Email
3. Minimum 03 years experience in handling patient databases
4. Good Interpersonal skills and pleasant personality
5. Must be a Sri Lankan
6. Age should be below 45 years

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 **24th October 2025** with two non - related referees.

Applications without supporting documents will be rejected.


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Dean/ Faculty of Dental Sciences
University of Peradeniya

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Faculty of Dental Sciences
University of Peradeniya