



Calling Applications for the Post of Center Manager
Centre for External Resources & Consultancy (CERC)

Qualifications: A Master's degree in
Management/Finance/Business Administration
awarded by a recognized University
and
at least three years of relevant experience.

Job description: - Coordination of all assignments handled by CERC.
- Liaising with the external institutes and internal departments.
- Preparing reports and other documentations related to CERC projects.
- Coordinating the accreditation of CERC short courses.
- Promoting and marketing of CERC short courses/consultancy services.

Monthly pay: Rs. 60000/- per month fixed allowance.

Duration: 3 months, with the possibility of extending the period to a maximum of two years.

Application closing date: 31st January 2021.

Please forward your CV via email to dircerc@ou.ac.lk . Kindly indicate names of two referees, with their contact details in the CV.

Director/CERC