Rajarata University of Sri Lanka, Mihintale
Centre for Distance & Continuing Education
Vacancy
Post of Project Assistant
Bachelor of Business Administration (General) External Degree Programme

The Centre for Distance & Continuing Education, Rajarata University of Sri Lanka will entertain applications from qualified Candidates for the above post upto 11.04.2021.

1**. Qualifications:**

1. Should have passed the GCE (O/L) Examination in Six (06) subjects with credit passes in
   i. Sinhala
   ii. Mathematics
       and
   iii. Simple Pass in English Language
        and

2. Should have passed in all subjects at GCE (A/L) Examination (Except the Common General Paper)

3. (a) An acceptable qualification in Computer Applications of not less than Six (06) months duration obtained from a recognized institute.

   (b) One year of experience in the use of Computer Application Package.

4. Salary   : Rs. 23,500.00 + Holiday Payment (per month)

5. Method of Selection:

Shortlisted applicants based on the stipulated qualification and experience will be called for   an interview.

6. Age: Age should not be less than 18 years and not more than 40 years.

Note   : Preference will be given to those who are resided in Anuradhapura and Suburbs.

How to apply

Applicants are required to download the application from the university website and duly completed applications on prescribed forms should be forwarded with certified copies of relevant educational certificates, professional & service certificates under registered post to reach the *"Senior Assistant Registrar/ Centre for Distance & Continuing Education, Rajarata University of Sri Lanka, Mihintale"* on or before 11.04.2021.

Applications which do not conform to these requirements, incomplete applications and application received at the closing date will be rejected without intimation.

Director
15.03.2021