



THE OPEN UNIVERSITY OF SRI LANKA

ANURADHAPURA REGIONAL CENTRE

VACANCY

POST OF OPERATION ASSISTANT (ON CONTRACT)

Qualifications -:

- ❖ Should have passed the G.C.E. O/L examination with six subjects in one sitting or NVQ Level 04 or equivalent.
- ❖ Computer Literacy with Basic knowledge on working with MS Office package and excellent typing skills in English/Sinhala/Tamil
- ❖ Knowledge on basic accounting principles and prior working experiences would be an added advantage

Duration of Appointment - :

- Appointment will be made initially for six months, extendable up to two years based on performances. (Selected Person should be available full time at Anuradhapura Regional Centre of The Open University of Sri Lanka).

Remuneration -:

Fixed monthly allowance of Rs. 20,000/- (Inclusive of COL allowance) and will be entitling for EPF and ETF.

A Walk-in Interview

Venue -: The Open University of Sri Lanka, Anuradhapura Regional Centre

Date -: 24.03.2022

Time -: 12.30 pm - 2.30 pm

Preference will be given to the Applicants from Anuradhapura district.

Please bring your Curriculum Vitae (2 copies), Originals of Educational Certificates, National Identity Card and Birth Certificate with photocopies.

Assistant Director,

Anuradhapura Regional Centre, The Open University of Sri Lanka,

Jaynathi Mawatha, Anuradhapura

Contact No -: 025-2225871