



THE OPEN UNIVERSITY OF SRI LANKA

ANURADHAPURA REGIONAL CENTRE

VACANCY

POST OF PROJECT ASSISTANT (On Contract)

Qualifications:

- Candidate should hold a Bachelor's Degree from a recognized University.
- Ability to work in English and effective communication skills.
- Possess sound knowledge in office package and documentation.
- Knowledge in Finance will be an added advantage.

Job Profile:

- Support to all the academic and administrative work at Anuradhapura Regional center.
- Financial Management activities, record keeping.
- Should be able to work during Saturdays.

Note:

- Remuneration – fixed monthly allowance of Rs.30,000.00 and will be entitled to EPF & ETF
- Appointment will be made initially for six months, extendable based on the performance up to 02 years.
- Priority will be given to those who are from Anuradhapura Area.

Qualified candidates should **email** their duly completed CV on or before 31st May 2022 to below email address.

Email to : adanu@ou.ac.lk

Assistant Director
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Anuradhapura Regional Centre.
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