



THE OPEN UNIVERSITY OF SRI LANKA  
REGIONAL EDUCATIONAL SERVICES

**VACANCY**  
**OPERATION ASSISTANT (ON CONTRACT)**

Applications are called for the post of Operations Assistant (Contract) at the Director Office of the Regional Educational Services of The Open University of Sri Lanka.

**Qualifications**

- The candidate should have passed the G.C.E O/L examination in six subjects at one sitting or NVQ Level 04 or equivalent.
- Typing skills (Sinhala & English), computer literacy and prior working experience would be an added advantage.

**Duration of the Appointment**

- Appointment will be made initially for six months and extendable up to two years based on the Performances.

**Remuneration:**

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

**Note:**

- Male applicants are encouraged.
- Preference will be given to applicants from Nugegoda area.

Those who are interested in joining with us should e-mail their curriculum vitae together with the scanned copies of the original certificates of educational qualifications, national identity card and birth certificate, on or before 13<sup>th</sup> June 2022 to: [dirres@ou.ac.lk](mailto:dirres@ou.ac.lk). The subject of the email should be "Application for the Post of Operations Assistant".

Acting Director/Regional Educational Services  
The Open University of Sri Lanka  
Nawala, Nugegoda  
Tel: 011-2856203/011-2881244