



The Open University of Sri Lanka
Examinations Division

Employment Opportunity

POST OF PROJECT ASSISTANT (on Contract)

Qualifications:

- Candidate should hold a Bachelor's Degree from a recognized university.
- Effective spoken and written communication skills English as well as the ability to work using English
- Possess sound knowledge of MS office package and documentation.

Nature and duration of appointment:

- On contract basis – 6 months (subject to extension up to 2 years)
- Working hours: from Tuesday to Saturday, 8:30 am to 4:15 pm.
- Necessity to attend work during weekends and holidays on requirement
- Remuneration Rs. 30,000.00 (including EPF+ETF)

How to apply:

- Eligible candidates are requested to send or e-mail their CV with scanned copies of the certificates (degree/ transcript and relevant qualification) to dskas@ou.ac.lk on or before **07th June 2022**.
- Please indicate "Post of Project Assistant" as the subject of your mail.

For any clarification: 0112- 881 203

Assistant Registrar
Examinations Division