



**THE OPEN UNIVERSITY OF SRI LANKA**  
**SUPPLIES DIVISION**  
**VACANCIES**

- 1. POST OF PROJECT ASSISTANT (On Contract)**
- 2. POST OF OPERATION ASSISTANT (On Contract)**

Supplies Division of the Open University of Sri Lanka is seeking a suitably qualified person for the above posts.

**01. Post of Project Assistant (On Contract) – 01 post**

Qualifications:

- The applicants should hold a bachelor's degree from a recognized university. The Preference will be given to those with a degree in Supply Chain Management, Management, Accounting, Commerce or Economics.
- Ability to communicate in two languages (Sinhala and English) and to handle correspondence in English.
- Proficiency in computer literacy.
- Ability to handle administrative work, scheduling, summarizing and coordination work.

Remuneration:

- Fixed monthly allowance of Rs. 30,000/- (inclusive of COL allowance) and will be entitled for EPF and ETF.