



**THE OPEN UNIVERSITY OF SRI LANKA**  
**Faculty of Humanities and Social Sciences (HSS)**  
**Information Studies Unit (ISU)**

**VACANCY**  
**PROJECT ASSISTANT (ON CONTRACT)**

Applications are called for the post of Project Assistant (On Contract) at the Information Studies Unit, Faculty of Humanities & Social Sciences of The Open University of Sri Lanka.

**Qualifications:**

- Bachelor's degree in library & information studies.
- Any degree in Arts, Humanities and Social Sciences

**Experience and Other Requirements:**

- Ability to handle administrative responsibilities, scheduling & coordination work.
- Ability to work during weekend depending on the requirements of the Unit.
- Competent in IT.
- Fluent in English.
- Proven capacity for teamwork.

**Duration of the appointment:**

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

**Remuneration:**

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

**How to apply**

- To apply, please e-mail your CV to [coordinatorisu@ou.ac.lk](mailto:coordinatorisu@ou.ac.lk)
- Application deadline – 30<sup>th</sup> of November 2023  
(Only short-listed applicants will be called for an interview)

Mention the position applied in the Subject line on the email.

**For any clarification: 0112-881263**