



THE OPEN UNIVERSITY OF SRI LANKA

Department of Social Studies

POST OF ACADEMIC COORDINATOR (PART TIME)

Applications will be entertained from suitably qualified persons for the above post.

Qualifications:

- Bachelor's Degree from a recognized University.
- 3 years experience in academic and administration.
- Fluency in English and Sinhala/Tamil.
- Ability to use MS Office software and the use of the Internet based and mobile applications for communication.
- Ability to work flexible hours, depending on the requirements of the Department and Faculty.

Duration of the appointment

Appointments will be made initially for three months and extendable up to two years based on performance.

Remuneration:

Fixed monthly allowance of Rs. 400/- per hour, 70 hours should be complete per month.

Suitably qualified candidates are invited to **apply with a CV** through email **kmsil@ou.ac.lk** **on or before 01/02/2024.**

The decision of the Open University of Sri Lanka shall be final and conclusive. Applications received after the closing date will not be considered. Incomplete applications will be rejected. University has the right to shortlist the candidates and qualified shortlisted candidates will be called for an interview.

Inquiries: 0112881417 (Ms. K.M De Silva)

Registrar
The Open University of Sri Lanka
22/01/2024.