



# The Open University of Sri Lanka

## Post of Project Assistant Ampara Study Centre (ASC) (On Contract)

Applications will be entertained from suitable qualified persons for above post

### Qualifications

- The candidate should hold a bachelor's degree from a recognized university.
- Should possess high computer literacy skills in word processing, using online collaborative platforms and spread sheets for calculations
- Excellent communication skills in Tamil, Sinhala and English
- Ability to handle administrative and academic program coordination work.

### Duration of the appointment

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

### Remuneration:

- Salary scale per month - Rs.30,000 (EPF+ETF)

### Nature and duration of appointment:

- Normal working days from Tuesday to Saturday 8.30am to 4.15pm.

### How to apply:

- Suitably qualified candidates are to apply, please visit: <https://forms.gle/14hFn1bVSgUt21DUA>
- Application deadline: **19th March 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: **0632-222 052 (Mr.V.Anujan)**

Registrar

The Open University of Sri Lanka

Date: 2024.03.12