

Faculty of Engineering Technology
The Open University of Sri Lanka

Academic Coordinator (Contract Basis) for Communication skills
Vacancy Notice

Applications are called for the above post at the Faculty of Engineering Technology of the Open University of Sri Lanka.

Qualifications and Experience:

- The applicant should be a degree holder.
- Preferably in the disciplines of BA in English or B.A. Social Sciences (English medium)
- Any other degree recognized by the senate with professional qualifications in English language and communication skills.

Additional qualifications

Fluency in English, Computer literacy and Knowledge in Online course delivery

Job description

Coordination of activities related to the course on 'Communication Skills' including;

- Class scheduling, organizing & conducting workshops.
- Liaising with the regional centers /visiting tutors /students.
- Supporting in course material development and editing.
- Designing and delivery of online activities.

Remuneration

Fixed monthly salary of Rs. 45,000.00 will be paid and the appointee will become a contributor to the EPF contributing 8% of the above salary and University will contribute 12% of the above salary to the EPF and 3% to the ETF.

Application procedure

Forward your CV and scanned certificates to: vacancyagric@gmail.com. The university reserves the right to shortlist the candidates.

Application deadline: 09th October 2024

For any clarification call the Head of the Department - 011 2881089

Registrar

The Open University of Sri Lanka

25.09.2024