



**THE OPEN UNIVERSITY OF SRI LANKA**  
**Department of Organizational Studies**

**VACANCY**  
**Post of Academic Coordinator**  
**(On Contract) Full Time**

The Department of Organizational Studies of the Faculty of Management Studies is looking for an Academic Coordinator (on contract) to support the delivery of the Bachelor of Management Studies Programme.

**Qualifications:**

- Bachelor's degree in the management discipline from a recognized University. Honours degree holders in Business Management/ Business Administration/ Commerce/ Entrepreneurship are encouraged to apply.
- Related work experience of 1-3 years duration.
- Fluency in English and Sinhala/Tamil.
- Ability to use MS Office software and the use of Internet based and mobile applications, for communication.
- Ability to work flexible hours, depending on the requirements of the Department of Organizational Studies

**Notes:**

- A fixed monthly allowance of 45,000/= (gross salary) per month will be paid.

**Suitably qualified candidates are requested to be present for a walk- in- interview on 30<sup>th</sup> September 2024 at 10.30 am at the Faculty of Management Studies, Colombo Regional Center of the OUSL.**

**Candidates are required to bring a CV, originals and certified copies of relevant Educational Certificates, Birth Certificate and National Identity Card for the interview.**

Registrar,  
The Open University of Sri Lanka,  
Nawala, Nugegoda.  
25<sup>th</sup> September 2024

**For clarifications, please contact 011288125**