



**UNIVERSITY OF COLOMBO  
SRI LANKA**

**TEMPORARY VACANCIES**

Applications will be entertained from suitably qualified applicants for the following post at the Department of English, Faculty of Arts, University of Colombo.

**Resource Centre Assistant**

**Minimum Qualifications**

1. Should possess an Honours degree in English Medium from a recognized University
2. Experience in data entry and fast typing speed will be advantageous.

**Age** : Between 18 and 45 years on the closing date of the application  
**Remuneration** : Rs. 35,000 + Rs. 17,800 + EPF (12%) +ETF (3%)

**Period of appointment:** This is a temporary contractual appointment of a minimum of 01 month. If necessary, the appointment will be extended to 03 months (in total).

**GENERAL CONDITIONS**

This is a temporary appointment. The appointment will be required to work on weekdays (except public and university holidays), from 8.30 am to 4.15 pm.

Additionally certified copies of relevant educational (including transcripts), professional extra-curricular, and service certificates are also required to be enclosed to the said complete application and be forwarded the same under the registered post & email ([oshani@english.cmb.ac.lk](mailto:oshani@english.cmb.ac.lk)) to the “**Head/ Department of English, Faculty of Arts, University of Colombo, 94, Cumaratunga Munidasa Mawatha, Colombo 03**” on or before **20.02.2026**.

Registrar  
University of Colombo  
Colombo 03.  
10.09.2025