Vacancies – Centre for Digital Epidemiology, Faculty of Medicine

Published On 18/06/2026

University of Jaffna, Sri Lanka

Centre for Digital Epidemiology, Faculty of Medicine

NIHR Global Health Research Group on Violence Against Women and Children in Sri Lanka

The University of Jaffna invites applications from qualified candidates for the following position of NIHR Global Health Research Group on Violence Against Women and Children in collaboration with the University of Birmingham, funded by the National Institute for Health and Care Research (NIHR), UK.

- Project-Based PhD Fellow
- Temporary Research Fellow
- Temporary Research Fellow (Colombo Station)
- Temporary Coordinator for Finance & Logistics (Colombo Station)
- Temporary Coordinator for Finance
- Temporary Coordinator for Logistics

---

1. **Project-Based PhD Fellow** – Vacant: 01 post

Requirements:

- A Bachelor's (Honours) degree with Second Class (Lower Division) or above in any discipline from a UGC-recognized university or an accredited higher education institution (HEI).
- A Master's degree in a relevant field will be considered an added advantage.
- Proficiency in English and Tamil is mandatory; knowledge of Sinhala will be an added advantage.
- Prior experience working with local NGOs, community-based organizations, or institutions engaged in Gender-Based Violence (GBV) or related initiatives will be considered an advantage.

Conditions for this Post:

- The selected candidate must register for and pursue a PhD in the field of Violence Against Women and Girls (VAWG) or a closely related area, aligned with the NIHR-funded research programme.
- The PhD will be supported/funded through the project funding arrangements, in accordance with the provisions of the funder and relevant University regulations.
- Continuation in the fellowship and financial support will be subject to satisfactory academic progress in the doctoral programme and compliance with project requirements.

Duties and Responsibilities:

- Undertake doctoral (PhD) research on Violence Against Women and Girls (VAWG) as an integral component of the fellowship, ensuring alignment between academic research outputs and the NIHR project objectives.
- Develop, refine, and update research protocols and standard operating procedures (SOPs) related to VAWG research activities.
- Design and conduct qualitative and quantitative research studies on violence against women and children, including data collection through interviews, focus group discussions, surveys, and other appropriate methods.
- Support the development of data collection tools and digital systems consistent with the project's methodological framework.
- Conduct data cleaning, management, and documentation, ensuring accuracy, ethical compliance, and data protection standards.
- Analyze quantitative data using appropriate statistical methods and qualitative data using thematic or framework analysis approaches.
- Identify gaps, barriers, and facilitators influencing implementation of project activities across selected sites and propose evidence-based solutions.
- Coordinate field research activities, including scheduling site visits, liaising with community groups, survivors, service providers, and partner institutions.
- Prepare progress reports, data summaries, charts, tables, and visual materials for internal monitoring and external reporting.

- Contribute to ethics submissions, grant-related documentation, and reporting requirements as required by the project and funder.
- Collaborate with healthcare providers, survivors, project partners, technology developers, and policymakers to ensure research relevance and impact.
- Facilitate stakeholder engagement meetings, workshops, and dissemination events to gather insights and share research findings.
- Draft manuscripts, technical reports, policy briefs, and contribute to peer-reviewed academic publications.
- Present research findings at local, national, and international scientific meetings and conferences, as appropriate.
- Monitor progress of assigned activities and ensure adherence to agreed timelines, targets, and deliverables.
- Provide regular updates to the Project Leadership Team, Country Lead, Research Supervisors and funding bodies.
- Perform any other duties assigned by the Country Lead, Investigators and Research Supervisors to support the successful implementation of the VAWG research project.

Remuneration:

- A monthly stipend of LKR 90,000 will be paid.

2. **Temporary Research Fellow –** Vacant: 01 post

Requirements:

- A Bachelor's degree with a Second Class (Lower Division) or above in any discipline from a UGC-recognized university or an accredited higher education institution (HEI).
- A Master's degree in a relevant field will be considered an added advantage.
- Prior experience working with local NGOs, community-based organizations, or institutions engaged in Gender-Based Violence (GBV) or related initiatives will be considered an advantage.

Duties and responsibilities:

- Develop, refine, and update research protocols and standard operating procedures (SOPs) related to the VAWC research activities.
- Design and conduct qualitative and quantitative studies focusing on violence against women and children, including data collection, interviews, focus group discussions, and surveys.
- Support the development of data collection tools and digital systems aligned with the project's methodological framework.
- Conduct data cleaning, management, and documentation, ensuring accuracy and compliance with data protection requirements.
- Analyze quantitative data using appropriate statistical methods and qualitative data using thematic or framework analysis.
- Identify gaps, barriers, and facilitators in implementing the project across selected sites and propose evidence-based solutions.
- Coordinate field activities, including scheduling data collection visits, liaising with community groups, and supporting partner institutions.
- Prepare detailed progress reports, data summaries, charts, tables, and visual aids for internal and external reporting.
- Contribute to grant writing, ethics submissions, and preparation of project documentation.
- Collaborate with healthcare providers, survivors, project partners, technology developers, and policymakers to ensure the research remains contextually relevant and actionable.
- Facilitate stakeholder engagement meetings, workshops, and dissemination events to gather insights and share project findings.
- Draft manuscripts, technical reports, and policy briefs, and contribute to academic publications.
- Present research findings at local, national, and international scientific meetings and conferences.
- Monitor project progress and ensure adherence to timelines, targets, and reporting requirements.
- Provide regular updates to the project leadership team and funding bodies.
- Perform any other duties assigned by the Country Lead, Investigators of the Project to support the successful implementation of the VAWC research project.

Remuneration:

- A monthly salary of LKR 80,000 will be paid.

3. **Temporary Research Fellow (Colombo Station) –** Vacant: 01 post

Requirements:

- The requirements, duties, responsibilities, and remuneration shall be the same as those specified for the Temporary Research Fellow (Position No. 02) above.
- Proficiency in trilingual communication (Sinhala, Tamil, and English) is required.
- Applicants should preferably be based in Colombo or be willing to work within the Western Province.

4. **Temporary Coordinator for Logistics & Finance (Colombo Station) –** Vacant: 01 post

Requirements:

- A Bachelor's degree in Management, Commerce, Business Administration, or an equivalent qualification from a UGC-approved university or recognized higher education institution.
- Prior experience in financial management, project coordination, procurement, and logistics, preferably within research projects, will be an added advantage.
- Applicants should ideally reside in Colombo or be willing to work in the Western Province.
- Proficiency in trilingual communication (Sinhala, Tamil, and English) is required.

Duties and responsibilities:

- Oversee project finances, ensuring compliance with budgetary and financial regulations.
- Maintain accurate financial records and assist in preparing reports, statements, and documentation.
- Process payments, reimbursements, and financial transactions in line with institutional policies.
- Support budgeting, forecasting, and financial planning activities.
- Coordinate logistics for project activities, including data collection, training sessions, workshops, and field operations.
- Manage procurement processes, inventory, and distribution of materials and equipment.
- Organize travel, accommodation, and venue arrangements for project-related activities.
- Maintain proper documentation of procurement and logistics activities.
- Coordinate meetings, including scheduling, agenda preparation, and follow-ups with the project team.
- Collaborate with multidisciplinary teams to address operational challenges.
- Prepare periodic financial and operational reports
- Perform any other duties assigned by the Country Lead, Investigators to support the successful implementation of the VAWG research project.

Remuneration:

- A monthly salary of LKR 70,000 will be paid.

5. **Temporary Coordinator for Finance –** Vacant: 01 post

Requirements:

- A Bachelor's degree in Management, Commerce, Business Administration, or an equivalent qualification from a UGC-approved university or recognized higher education institution.
- Preference will be given to candidates with prior experience in financial management within research projects or similar settings.

Duties and responsibilities:

- Manage and monitor project finances, ensuring compliance with budgetary guidelines and financial regulations.
- Assist in the preparation and maintenance of financial reports, statements, and documentation for auditing and review purposes.
- Process payments, reimbursements, and financial transactions in accordance with institutional policies.
- Track expenditures, maintain accurate financial records, and ensure proper allocation of project funds.
- Assist in budget preparation, forecasting, and financial planning activities.
- Ensure adherence to financial policies, grant requirements, and funder regulations.
- Support procurement activities.
- Prepare periodic financial summaries and reports for stakeholders and funders.
- Perform any other duties assigned by the Country Lead or Investigators to support the successful implementation of the VAWG research project.

Remuneration:

- A monthly salary of LKR 70,000 will be paid.

6. **Temporary Coordinator for Logistics –** Vacant: 01 post

Requirements:

- A Bachelor's degree in any discipline from a UGC-recognized university or an accredited higher education institution (HEI).
- Preference will be given to candidates with prior experience in project coordination and logistics management within research projects or similar settings.

Duties and responsibilities:

- Coordinate logistical arrangements for project activities, including data collection, training sessions, workshops, and stakeholder meetings.
- Manage procurement, inventory, and distribution of study-related materials and equipment.
- Liaise with vendors, suppliers, and service providers to facilitate smooth logistical operations.
- Maintain accurate records of procurement, inventory, and logistical activities in compliance with study protocols and funding guidelines.
- Organize venue arrangements, travel, and accommodations for study team members, researchers, and participants.
- Arrange and coordinate meetings, including scheduling, preparing agendas, and ensuring the availability of necessary resources.
- Ensure compliance with institutional and funder guidelines related to procurement and logistics management.
- Collaborate with multidisciplinary teams, including healthcare professionals and researchers, to address logistical challenges.
- Provide regular reports and updates on logistical operations to the project team.
- Perform any other duties assigned by the Country Lead, Investigators to support the successful implementation of the VAWG research project.

Remuneration:

- A monthly salary of LKR 70,000 will be paid.

General conditions for the post:

- All candidates should have the ability to work anywhere in Sri Lanka.
- The selected candidate will be appointed on a full-time basis for one year by the University of Jaffna. The project duration is four years, and the appointment may be renewed annually based on performance and project requirements.
- Applicants must be citizens of Sri Lanka.
- The age requirement is between 25 and 45 years.
- The selected candidate will contribute to the Employee Provident Fund (EPF) and the Employee Trust Fund (ETF). The employee is required to contribute 8% of their monthly salary to the EPF, while the employer will contribute 12% to the EPF and 3% to the ETF.

A non-refundable fee of Rs. 100.00 must be paid via bank deposit to the People's Bank, Account (Reference No.): 3267501300900381, in favour of the Bursar, University of Jaffna. A copy of the bank deposit slip must be attached to the application. (For detailed payment guidelines, please click here).

Applicants are required to submit their duly completed applications, along with certified copies of educational certificates and any other relevant documents providing evidence of qualifications and experience, to the following address on or before **26th June 2026**. In addition, applicants must fill in their details via the given **Google link** (Click here).

Deputy Registrar,
Faculty of Medicine,
University of Jaffna,
Adiyapatham Road,
Kokuvil, Jaffna.

Applicants from the University System/Government Departments/Corporations, and Statutory Boards should channel their applications through the Head of the respective Institutions.

The candidates who apply for **more than one** post should submit a **separate application along with a separate Bank slip for each of the posts and complete the separate Google link**.

Illegible & incomplete applications, as well as those received after the closing date, will be rejected without notification. The post applied for should be marked on the top left-hand corner of the envelope. Only shortlisted candidates will be called for an interview, and eligible candidates will be informed of the interview date via email.

Registrar
University of Jaffna