



**THE OPEN UNIVERSITY OF SRI LANKA
DEAN'S OFFICE
FACULTY OF NATURAL SCIENCES
POST OF PROJECT ASSISTANT (ON CONTRACT)
WALK-IN INTERVIEW**

Applications will be entertained from suitably qualified people for the above post.

Qualifications:

- Bachelor's degree from a recognized University
- Very good communication skills, both in written and spoken English
- Experience in event management is preferred
- Ability to handle administrative work, scheduling, and coordination work
- Ability to work flexible hours, depending on the requirements of the Unit.

Duration of the appointment

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

Remuneration:

Fixed monthly allowances of 40,000 (inclusive of COL allowance) and will be entitled for EPF and ETF.

Nature and duration of appointment:

Normal working days are from Monday to Friday, 8.30 am to 4.15 pm.

How to apply: Walk-In Interviews

Suitably qualified person should attend the interview with CV (two copies) and relevant Educational Certificates with Photocopies (Degree Certificate, Transcript, National Identity Card and Birth Certificate)

Date: 26.06.2026

Time: 09.00 AM

Venue: Board Room, Dean's Office, Faculty of Natural Sciences, The Open University of Sri Lanka, Nawala.

Email: arnsc@ou.ac.lk

Inquiries: 0112881226

Acting Registrar

The Open University of Sri Lanka

Date: 17.06.2026