



THE OPEN UNIVERSITY OF SRI LANKA

Puttalam Study Centre

Post of Operation Assistant (On Contract)

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

Qualifications:

- The candidate should hold G.C.E O/L Examination with six subjects in one sitting or NVQ level 02 of equivalent
- Priority will be given to those who have qualifications & experience in Microsoft Office packages.

Preference will be given to those who are from Puttalam District

Duration of the appointment

Appointments will be made initially for six months and extendable up to four years based on performance.

Remuneration:

Fixed monthly allowance of Rs. 30,000.00 and will be entitled to EPF & ETF.

Suitably qualified candidates are invited to **apply with a CV through email: adput@ou.ac.lk on or before 09th July 2026**. The subject of the email should be "Application for the Post of Operation Assistant"

The decision of the Open University of Sri Lanka shall be final and conclusive. Applications received after the closing date will not be considered. Incomplete applications will be rejected. University has the right to shortlist the candidates and qualified shortlisted candidates will be called for an interview.

Inquiries: Centre Manager, Puttalam Study Centre. 0322266822

Acting Registrar
The Open University of Sri Lanka.
Date: 2026.06.27