



THE OPEN UNIVERSITY OF SRI LANKA
Department of Chemistry, Faculty of Natural Sciences
Post of Academic Coordinator (On Contract)

Applications are invited from suitably qualified persons for the above post for the **Colombo Regional Center**, Nawala, Nugegoda.

Minimum Qualifications:

- **BSc. Special Degree in Chemistry** with a class from a recognized university;

or

- **An equivalent qualification in Chemistry** from a recognized institution.

Additional Qualifications

- ✓ Excellent communication and presentation skills in English, both oral and written.
- ✓ Demonstrated computer literacy and proficiency in relevant software applications.
- ✓ Minimum of one year of experience in academic and administrative work, including scheduling, coordination, and related duties.

Duration of the Appointment: for Academicfor Academic

- An appointment will be made initially for six (06) months and is extendable up to four years subject to satisfactory performance.

Remuneration:

- Fixed monthly Salary of Rs. 50,000/= (Inclusive of COL allowance, and the employee will be entitled to EPF and ETF)

Working Hours and Conditions:

- The normal working days are Monday to Friday, from 8.30 a.m. to 4.15 p.m.
- As the Open University of Sri Lanka (OUSL) operates under an Open and Distance Learning (ODL) system, selected candidates are required to be available to undertake assigned academic duties, including weekend and public holiday work, as and when necessary.

Application Procedure

- Suitably qualified candidates are invited to submit their full academic CV, together with scanned copies of the relevant Degree Certificate and Academic Transcript, via email to rsman@ou.ac.lk.
- The email should clearly indicate “**Academic Coordinator – 2026 (August)**” as the subject line. **and**
- Complete the Google Form through the link <https://forms.gle/xCBxoLZpU8ZLc8kM9> on or before **24th August 2026**

Important Notes

- Preference will be given to candidates with strong academic records in their BSc. degree.
- Candidates who submit their applications through both the designated email address and the Google Form are required to attend an interview as part of the selection process.
- Details regarding the interview will be communicated to shortlisted candidates.

Inquiries: Prof. D.T. Abeysinghe, Head / Department of Chemistry (hdchem@ou.ac.lk)

Registrar/ Open University of Sri Lanka,

Date 11/08/2026