



THE OPEN UNIVERSITY OF SRI LANKA
FACULTY OF HUMANITIES AND SOCIAL SCIENCES
POST OF ACADEMIC COORDINATOR (On Contract)

Office of the Dean/FHSS

Applications are invited for the above post at the Office of the Dean, Faculty of Humanities & Social Sciences.

Qualifications:

- Bachelor's degree in social sciences from a recognized university or equivalent professional qualification with three years' experience in the relevant field.

Preference will be given to:

- Ability to handle academic administrative work, coordination of study programmes.
- Good command in English (reading, writing and speaking) effective communicative skills and ability to be a team leader.
- Ability to use MS Office software, SPSS and the use of the internet platform.
- Prior knowledge in Open Distance Learning (ODL) methods are and added advantage.
- Appointment will be made initially for six months and extendable up to two years based on performance.

Duration of the appointment:

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

Remuneration:

Fixed monthly allowance of Rs. 50,000/- (inclusive of COL allowance) and will be entitled for EPF and ETF.

Suitably qualified candidates are invited to apply with a CV through email arhss@ou.ac.lk on or before **31st August 2026**. The subject as email should be "Application for the Academic Coordinator".

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. The university has the right to shortlist the candidates and qualified shortlisted candidates will be called for an interview.

Inquiries: Assistant Registrar, Faculty of Humanities & Social Sciences -112881232/0112881377

Registrar
The Open University of Sri Lanka
20.08.2026