



FACULTY OF AGRICULTURE
RAJARATA UNIVERSITY OF SRI LANKA
VACANCY

Post of Graduate Programme Assistant
(On Contract Basis)

Walk-In Interview

A walk-in interview will be conducted on **14th of September 2026 at 9.00 a.m.** for suitably qualified candidates for the post of Graduate Programme Assistant to the Postgraduate Programme at the Boardroom of the Faculty of Agriculture.

- Qualifications** : A Bachelor of Science degree from a recognized university
Candidates should possess good command of English language with good communication ethics and good knowledge in ICT
- Job responsibilities** :
 - Handle student registration
 - Keep records on all financial transactions
 - Preparation for examinations
 - Preparing all programme-related documents
 - Coordination and communication with the teaching staff and postgraduate students
 - Maintain filing systems
- Remarks** :
 1. Interested candidates should forward their curriculum vitae to postgraduate@agri.rjt.ac.lk on or before 10th of September, 2026.
 2. Candidates should produce the following documents at the interview.
 - a) A signed curriculum vitae
 - b) All relevant academic certificates (Originals)
 - c) National Identity Card/ Birth certificate (Originals and copies)
- Salary** : **Rs. 62,166/- (fixed) p.m.** (In addition, UPF benefits will be provided.)

If you need further information, contact Programme Director through postgraduate@agri.rjt.ac.lk or 0718003973.

Registrar
Rajarata University of Sri Lanka
Mihinthale, Sri Lanka.