



THE OPEN UNIVERSITY OF SRI LANKA

SUPPLIES DIVISION

VACANCY

01.POST OF PROJECT ASSISTANT (On Contract)

01. Qualifications: Post of Project Assistant

- The applicants should hold a Bachelor's Degree from a recognized University.
- Ability to communicate in two languages (Sinhala and English) and to handle correspondence in English.
- Proficiency in computer literacy.
- Ability to handle administrative work, scheduling, and coordination work.

Nature of the appointment:

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

Remuneration:

01.Post of Project Assistant:

- Fixed monthly allowance of Rs. 40,000/- (inclusive of COL allowance) and will be entitled for EPF and ETF.
- Please mail your Curriculum Vitae to **dbsupply@ou.ac.lk** on or before 28th September 2026. Short-listed candidates will be called for an interview.
- Inquiries: Deputy Bursar/ Supplies Division- 011 2881212 / 011 2881348.
- 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 candidates will be called for an interview.

Acting Registrar,
The Open University of Sri Lanka.
Nawala, Nugegoda.