



**Faculty of Education  
University of Colombo  
Advertisement  
Post of Office Assistant (on Assignment Basis)**

Applications are invited for the Post of Office Assistant (on assignment basis) for the Postgraduate Diploma in Education (weekend/Sinhala Medium) programme of the Faculty of Education, University of Colombo up to 15.10.2024

Incomplete applications or those lacking required details, including attaching certificates will be rejected. Late submissions will not be accepted and rejected applications will not be reconsidered under any circumstance.

**Qualifications**

Should have passed the G.C.E.(O/L) Examination in six (06) subjects with at least two credit passes in not more than two sittings.

NOTE :-

1. Should be a citizen in Sri Lanka
2. Age must be between 18 and 45 years on the closing date of applications.
3. Must be of good character and in sound physical health.

**Note** – The appointment will be for a **two-year period**.

**Remuneration** – Rs. 23,500/- + Cost of Living Allowance + EPF (12%) + ETF (3%) and government-approved allowance Rs. 5,000/- as per UGC Circular No. 02/2022

**Selection – By an Interview**

The short listed applicants will be called for the interview.

Please use the following link for apply for the above post and should upload the relevant scanned copies of the original certificates only in **pdf format** in the given space.

<https://forms.gle/A41kk24915nKYDvN9>

Registrar  
University of Colombo  
01.10.2024