



**THE OPEN UNIVERSITY OF SRI LANKA**  
**Department of Organizational Studies**  
**POST OF ACADEMIC CO-ORDINATOR (four 04 vacancies)**

Applications will be entertained from suitably qualified persons for the above post.

**Qualifications:**

Bachelor's degree in **any discipline** from a recognized University.  
(Applicants with a Bachelor's degree in Management related disciplines will be given preference at the selection interview)

OR

Equivalent professional qualifications

AND

1 year's experience in academic / administration / co-ordination / industry.

- o Fluency in English and Sinhala/Tamil.
- o Ability to use MS Office software and the use of Internet based / mobile applications for communication.
- o Ability to handle academic / administrative work.
- o Prior knowledge in Open Distance Learning (ODL) methods will be additional qualifications.

**Notes:**

- A fixed allowance of 50,000/= (gross salary) per month will be paid.

**Duration of the appointment** - Appointments will be made initially for six months and extendable up to four years based on performance.

**Suitably qualified candidates are requested to be present for a walk- in- interview on 20<sup>th</sup> June 2025 at 11.00 am at the Faculty of Management Studies, Colombo Regional Centre of the OUSL.**

**Candidates are required to bring a CV, originals and certified copies of relevant Educational Certificates, Birth Certificate and National Identity Card for the interview.**

The decision of the Open University of Sri Lanka shall be final and conclusive.

Inquiries: 0112881143

Registrar  
The Open University of Sri Lanka  
13.06.2025