



Confucius Institute
Faculty of Arts

VACANCIES

**Post of Program Assistant
(On Assignment Basis)**

The Confucius Institute at the University of Colombo will entertain applications from suitably qualified persons for the post of Clerical Assistant (On Assignment basis) with excellent computer skills to support Chinese Language and Culture Teaching and office work.

The Ideal candidate should possess:

- Should possess a degree from a recognized University
- Must be a citizen of Sri Lanka
- Age below 30 years
- Should possess a good command of English
- Must be proficient in using computer application software
- Should demonstrate strong analytical and communication skills.
- Must have a good character.

Monthly remuneration : Rs. 32,500.00/-+COL Rs.17, 800.00+Allowances Rs.5000.00 + EPF + ETF

GENERAL CONDITIONS

This appointment is on an assignment basis initially for a period of five months however, the University may consider extending the service of the selected candidate depending on work requirements and satisfactory performance during the period of assignment. Duly completed applications, along with photocopies of all relevant certificates, should be forwarded to **info@ciuc.cmb.ac.lk** on or before **22nd August 2025**.

Please ensure that **the post applied for is clearly stated in the subject line of the email**.

Applications received after the closing date will not be entertained. Incomplete applications will be rejected.

Apply: https://docs.google.com/forms/d/e/1FAIpQLSeX4r9bnwxcMSl-C1vuTM24VJxxnWdvRrOxM61NQhQp9_ZzHw/viewform

Registrar,
University of Colombo,
Colombo 03
07.08.2025