

THE OPEN UNIVERSITY OF SRI LANKA

GENERAL ADMINISTRATION DIVISION

POST OF OPERATION ASSISTANT (ON CONTRACT)

Applications will be entertained from suitably qualified persons for the above post
(Operation Assistants (On Contract) (4) vacancies are available)

Qualifications:

- Should have passed the G.C.E. O/L examination with six subjects in one sitting
- Prior working experience, knowledge of office work, ability to read & understand English would be an added advantage.

Duration of the appointment

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

Remuneration:

Fixed monthly allowance of Rs 20,000 (Inclusive of COL allowance) and will be entitled for EPF and ETF.

Suitably qualified candidates are invited to **apply with a CV through email:**
arga@ou.ac.lk on or before 05th of December 2023.

Decision of the Open University shall be the final and conclusive.
Qualified shortlisted candidates will be called for an interview.

Inquiries: 0112881209 / 0112881338

Assistant Registrar
General Administration Division
The Open University of Sri Lanka
21.11.2023