



University of Sri Jayewardenepura

Faculty of Management Studies and Commerce

Vacancy

Post of Temporary Research Assistant

The Faculty of Management Studies and Commerce, University of Sri Jayewardenepura is calling applications from the qualified candidates for the above vacancy.

No of Vacancy- 01

General Condition:

- This is a Temporary position. Initially the appointment shall be for a period of 06 (Six) months. The position may be renewed based on performance.
- Should be citizens of Sri Lanka.
- Age should be below 30 years on the submission date of the application.

Required Qualifications and Experience:

- A Degree with specialization in English/Business Communication from a recognized University (A minimum of Second-Class Upper Division).
- Excellent communication skills in Sinhala and English Languages (both written and verbal)
- High computer literacy and fluency in MS Office Application (MS word, MS Excel & MS PowerPoint)
- Working experience in a similar capacity is preferable.

Salary and other conditions of appointment:

- Post – Temporary Research Assistant
- Salary Code – U-AC 2
- Salary – Rs.49,860/= plus cost-of-living allowance and applicable UPF and ETF will be paid.

Method of Submission:

- Applications should be forwarded with copies of relevant educational (with transcripts), professional, extracurricular activities and service certificates under registered post to Assistant Registrar, Faculty of Management Studies and Commerce, University of Sri Jayewardenepura on or before **10th January 2025**. In addition, it is mandatory to email the applications to dofmsc@sjp.ac.lk on or before **10th January 2025**.

Please indicate the position applied as “Temporary Research Assistant” in the left-hand corner of the envelope and in the subject line of the E-mail.

Registrar,
University of Sri Jayewardenepura.
11.12.2024