UNIVERSITY OF COLOMBO

<u>VACANCIES</u>

<u>Post of Project/Programme Assistant (Contract basis)</u>

Applications will be entertained up to 11th August 2025 from suitably qualified applicants for the Post of Project/Programme Assistant at the Faculty of Graduate Studies, Ageing Centre and the Staff Development Centre of the University of Colombo.

Minimum Qualifications:	- Should possess a degree from a recognized University - Must be a citizen of Sri Lanka - Should possess a good command of English

<u>PREFERENCE WILL BE GIVEN</u>

- To those who possess an acceptable qualification in Computer applications of not less than six months duration obtained from a recognized institution and
- ability of work with Sinhala and English word processing and
- Possesses one year experience in postgraduate programme assistant duties

Age	Between 18 and 45 Years of age on the closing date of applications.
Monthly Remuneration	Rs. 32,500/- (Cost of Living Allowances, ETF and EPF) and allowances Rs. 5000/-

GENERAL CONDITIONS

This appointment is on **contract basis** initially for a period of five months. However, the University may extend the service of the selected candidate depending on work requirements and satisfactory performance during the period of assignment.

Self- prepared applications including contact telephone numbers together with certified photocopies of all relevant certificates and names, addresses and telephone numbers of two non-related referees should be forwarded to **Deputy Registrar/Faculty of Graduate Studies, University of Colombo, Colombo 07** via registered post to reach on or before **11th August 2025**.

Registrar,
University Of Colombo
Colombo 03.
30.07.2025