



UNIVERSITY OF COLOMBO, SRI LANKA

WALK IN INTERVIEW

POST OF RESEARCH ASSISTANT (ON ASSIGNMENT BASIS)

The University of Colombo invites applications from suitably qualified candidates for recruitment as Research Assistants (On Assignment Basis) for a period of six (06) months to support research, innovation, and development activities at the following Centres and Units.

Date of the Interview	:	09th July 2026
Time	:	1.00 p.m. onwards
Venue	:	Board Room I, College House, University of Colombo

VACANCIES

- University of Colombo Innovation & Startup Incubator (**01 VACANCY**)
- Interdisciplinary Disaster Resilience Research and Response Centre (ID-3RC) (**01 VACANCY**)
- Statistical Unit, University of Colombo (**01 VACANCY**)

The Terms of Reference (TOR) are attached herewith for your reference.

EDUCATIONAL QUALIFICATIONS:

- I. A **Bachelor's Degree** with a First Class / Second Class Upper Division in **Science / Information Technology / Computer Science / Statistics / Data Science / Mathematics, or a related discipline** from a UGC recognized University.
- II. Candidates with a Second Class (Lower Division) in one of the above disciplines and relevant research, technical or professional experience may also be considered.

Preference will be given to the candidate who possess;

- A **postgraduate qualification** in **Science / Information Technology / Computer Science / Statistics / Data Science / Research Methodology / Innovation / Disaster Management, or a related discipline** will be an added advantage.

- Previous research or project experience in a university, research institution, public-sector organization, private-sector organization or development project.
- Experience in statistical analysis, database management, data visualization, GIS or programming.
- Experience in organizing workshops, seminars, training programmes and stakeholder meetings.
- Experience in preparing research publications, grant proposals, technical reports or policy briefs.
- Knowledge or experience relevant to innovation and entrepreneurship, disaster resilience or institutional statistics.

Age Below 40 Years

SALARY AND OTHER CONDITIONS OF APPOINTMENT:

Salary : A total remuneration of Rs.618,630/= will be paid for the six (06) month assignment period, payable in six equal monthly installments of Rs. 103,105/=.

GENERAL CONDITIONS

All applicants are required to appear for the walk-in interview with a duly prepared Curriculum Vitae (CV), together with the originals of all relevant educational certificates and academic transcripts, professional and vocational certificates (where applicable), service certificates, letters of appointment, experience certificates, Birth Certificate, National Identity Card, and certificates of extracurricular achievements (where applicable).

Applicants are also required to submit one certified set of photocopies of all the above documents, together with a copy of their Curriculum Vitae (CV), to the Selection Committee.

Failure to produce the required original documents or to submit the certified photocopies and other required documentation may result in disqualification from the selection process.

Registrar

University of Colombo
94, Cumaratunga Munidasa Mawatha
Colombo 3
02nd July 2026



UNIVERSITY OF COLOMBO, SRI LANKA

TERMS OF REFERENCE (TOR)

POST - RESEARCH ASSISTANT (ON ASSIGNMENT BASIS)

1. Background

The University of Colombo invites applications from suitably qualified candidates for recruitment as Research Assistants (On Assignment Basis) for a period of six (06) months to support research, innovation, and development activities at the following Centres and Units.

- University of Colombo Innovation & Startup Incubator (**01 VACANCY**)
 - Interdisciplinary Disaster Resilience Research and Response Centre (ID-3RC) (**01 VACANCY**)
 - Statistical Unit, University of Colombo (**01 VACANCY**)
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2. Position Title

Research Assistant (On Assignment Basis)

Number of Positions: 03

3. Duration of Appointment

Initially the appointment shall be for a period of six (06) months..

4. Educational Qualifications

- I. A **Bachelor's Degree** with a First Class / Second Class (Upper Division) in **Science / Information Technology / Computer Science / Statistics / Data Science / Mathematics, or a related discipline** from a UGC recognized University.
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Preference will be given to the candidate who possess;

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5. Technical Competencies

- Knowledge of research methodology, literature reviews and data-collection techniques.
 - Ability to collect, clean, manage, analyze and interpret quantitative and qualitative data.
 - Competence in Microsoft Word, Excel and PowerPoint.
 - Basic knowledge of statistical or data-analysis software such as SPSS, R, Python, Stata or similar applications.
 - Ability to prepare research proposals, reports, presentations and project documentation.
 - Ability to use digital research, collaboration and database-management tools.
 - Good written and verbal communication skills in English.
 - Ability to work independently and as part of a multidisciplinary team.
 - Good organizational, coordination and time-management skills.
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6. Duties And Responsibilities

The selected Research Assistants will be expected to:

- Assist in the research, innovation and development activities of the respective Centre or Unit.
- Conduct literature reviews and collect relevant research information.
- Assist in designing research studies, surveys, questionnaires and other data-collection instruments.
- Undertake data collection through surveys, interviews, field visits, observations and secondary sources.
- Use appropriate statistical, information-technology and data-analysis tools for research activities.
- Assist in interpreting research findings and preparing tables, charts, dashboards and other visual presentations.

- Support the preparation of research proposals, concept papers, grant applications and project plans.
 - Prepare progress reports, technical reports, presentations, meeting minutes and other project documentation.
 - Maintain research databases, records, correspondence and documentation in an accurate and secure manner.
 - Coordinate with academic staff, researchers, government institutions, industry partners, community organizations and other stakeholders.
 - Assist in organizing workshops, seminars, training programmes, conferences, exhibitions and stakeholder meetings.
 - Support monitoring, evaluation and reporting of projects and activities undertaken by the respective Centre or Unit.
 - Assist in the preparation of publications, policy briefs, awareness material and communication content.
 - Maintain confidentiality and comply with research ethics, data-protection requirements and University policies.
 - Carry out fieldwork and travel when required for research and project activities.
 - Assist with the administrative and operational activities of the respective Centre or Unit.
 - Perform any other duties assigned by the Director, Coordinator or Head of the respective Centre or Unit.
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7. Remuneration

A total remuneration of Rs.618,630/= will be paid for the six (06) month assignment period, payable in six equal monthly installments of Rs. 103,105/=.