



THE OPEN UNIVERSITY OF SRI LANKA
Department of Organizational Studies
POST OF ACADEMIC CO-ORDINATOR (four 04 vacancies)

Applications will be entertained from suitably qualified persons for the above post.

Qualifications:

Bachelor's degree in **any discipline** from a recognized University.
(Applicants with a Bachelor's degree in Management related disciplines will be given preference at the selection interview)

OR

Equivalent professional qualifications

AND

1 year's experience in academic / administration / co-ordination / industry.

- o Fluency in English and Sinhala/Tamil.
- o Ability to use MS Office software and the use of Internet based / mobile applications for communication.
- o Ability to handle academic / administrative work.
- o Prior knowledge in Open Distance Learning (ODL) methods will be additional qualifications.

Notes:

- A fixed allowance of 50,000/= (gross salary) per month will be paid.

Duration of the appointment - Appointments will be made initially for six months and extendable up to four years based on performance.

Suitably qualified candidates are requested to be present for a walk- in- interview on 20th June 2025 at 11.00 am at the Faculty of Management Studies, Colombo Regional Centre of the OUSL.

Candidates are required to bring a CV, originals and certified copies of relevant Educational Certificates, Birth Certificate and National Identity Card for the interview.

The decision of the Open University of Sri Lanka shall be final and conclusive.

Inquiries: 0112881143

Registrar
The Open University of Sri Lanka
13.06.2025