THE OPEN UNIVERSITY OF SRI LANKA

Department of Organizational Studies

POST OF ACADEMIC COORDINATOR

(CEMBA/ CEMPA Programme 01 vacancy)

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

Qualifications: Bachelor's degree in **management or any other related discipline** from a recognized University**.**

OR

Equal Professional qualifications

- Fluency in English and Sinhala/ Tamil,
- Minimum of one (01) year of relevant work experience in the respective field is required,
- Ability to use MS Office software and the use of internet based/ mobile applications for communication,
- Ability to handle academic administrative work, and
- Prior knowledge in Open Distance Learning (ODL) method will be an additional qualification.

Selected people should be available full-time.

Duration of the appointment

Appointments will be made initially for six months and extendable up to four years based on performance.

Remuneration:

The post carries a fixed allowance of 50,000 (including EPF & ETF) per month

Suitably qualified candidates are invited to apply with a CV and degree certificate through email at ntfer@ou.ac.lk on or before 24th November 2026

The decision of the Open University of Sri Lanka shall be final and conclusive. Applications received after the closing date will not be considered. Incomplete applications will be rejected. University has the right to shortlist the candidates and qualified shortlisted candidates will be called for an interview.

Inquiries: Head/DOS at 0112881143

Registrar

The Open University of Sri Lanka

10th November 2026