



JOIN OUR TEAM

Human Resource Development Center
University of Vocational Technology



Management Assistant

GIZ VTSL Project

On Contract Basis

Key Requirements:

- Minimum 1 year working experience
- Strong Organizational Skills & Communication Skills in English
- G.C.E A/L and NVQ Level 5 or 6

*Job Placements at
University Colleges of ;*

- Batangala
- Kuliapitiya
- Anuradhapura
- Jaffna

Send your CV via registered post to;
Director-Human Resource Development Center,
University of Vocational Technology,
No. 100, Kandawala Road, Ratmalana

On or before 20th December 2025