



POST OF INFORMATION ASSISTANT (ON CONTRACT)

Suitably qualified candidates are requested to attend the **Walk-in Interview** with an updated CV, along with original certificates and photocopies of all relevant educational and professional qualification, NIC and birth certificate .

Job Profile

- The person appointed for this position should be able to handle phone calls, digital marketing and organize & conduct promotional activities and events.

Qualifications :

- Should Pass the G.C.E. (A/L) Examination with minimum 3 'S' passes in main subjects.
- Age should be below 35 years.
- Should be proficient in the use of MS office, e-mail and social media.
- Have a good command of the English language with Sinhala or Tamil.
- Skills in Photography and Video Editing will be considered as an added advantage.

Salary : Rs. 30,000/= Per Month (All Inclusive) & will be entitled for EPF and ETF.

Interview Details :

Date : 26th February 2026

Time : 12.00 noon onwards

Venue : Public Information Division, The Open University of Sri Lanka, Nawala, Nugegoda.

Registrar,

The Open University of Sri Lanka,
Nawala, Nugegoda.

13th February, 2026



More Informations

011 288 1327