



UNIVERSITY OF COLOMBO, SRI LANKA
FACULTY OF MEDICINE

VACANCY (On Contract Basis)

University of Colombo, Faculty of Medicine is calling applications from the qualified candidates for the following vacancies.

Post of Office Assistant (On contract) -01 Vacancy

Minimum Qualifications:

1. Should have passed the G.C.E.(O/L) examination in six (06) subjects with at least two credit passes in not more than two settings.
2. Should be a citizen in Sri Lanka
3. Hard working skills.
4. Team working & good communication skills.

Note:

Age	:	Between 18 - 45 years
Remuneration	:	Rs. 23,500/- + Cost of Living Allowance + EPF (12%) + ETF (3%) and allowance Rs. 5,000/- as per UGC Circular No. 02/2022.
Period of Contract	:	One year

General Conditions:

- a. Please send your self –prepared application along with the copies of relevant certificates (educational, professional, experience etc.) **email (hrdeansoffice@med.cmb.ac.lk) on or before 07.06.2026. Or post your application to Deputy Registrar, Faculty of Medicine, No.25, Kynsey Road, Colombo 08.**
- b. Please mention “Post of Office Assistants on contract basis” on the top of the left side of the envelope.
- c. Please check the University Website (www.cmb.ac.lk) and (med.cmb.ac.lk)
- d. Applications received after the closing date will not be considered. Incomplete applications will be rejected.

Registrar,
University of Colombo
22.05.2026