



## VACANCIES

### WAYAMBA UNIVERSITY OF SRI LANKA Faculty of Business Studies & Finance Department of English Language Teaching

#### THE POST OF COURSE ASSISTANT Diploma in English

The Wayamba University of Sri Lanka invites applications from qualified persons for the post of Course Assistant for the extension course - Diploma in English at Kuliypitiya Premises.

**Eligible Candidates:**

- (I) Should have passed G.C.E (O/L) examination with at least "C" pass for English.
- (II) Should possess Diploma / Certificate qualifications in Information and Communication Technology.

\*Preference will be given to candidates with the highest qualifications in English proficiency, computer literacy and office management.

\*Any working experience of office management and secretariat experience will be an added advantage.

\*Age Limit: 20-35 years.

\*Salary: Rs. 40,000/- per month (All Inclusive).

\*Duration: This is a temporary post for a period of **one year**.

\*Working hours: 8 hours - 5 days a week including Saturday.

The application available on the university website (<https://www.wyb.ac.lk/>) should be filled and submitted to **dipeng@wyb.ac.lk** with a self-made curriculum vitae along with the certified scanned copies of education and professional qualifications on or before 29.11.2024.

**Registrar**

**Wayamba University of Sri Lanka**

**11.11.2024**