



UNIVERSITY OF COLOMBO, SRI LANKA
FACULTY OF MEDICINE

VACANCY (On Contract Basis)

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

Post of Office Assistants (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 of Sri Lanka
3. Team working & good communication skills.

Preferences:

1. Acceptable qualifications in computer applications of not less than six (06) months duration obtained from a recognized institute with experience.

Note:

Age	:	Between 18 and 45 years
Remuneration	:	Rs. 23,500/- + Cost of Living Allowance + EPF (12%) + ETF (3%) and allowance of Rs. 5,000/- .
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.) to the email address familymed@med.cmb.ac.lk on or before **16.10.2025** or post your application to Assistant Registrar, Faculty of Medicine, No.25, Kynsey Road, Colombo 08.
- b. Please mention "Post of Office Assistants on contract basis Department of Family Medicine" 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
02.10.2025