



**University of Sri Jayewardenepura**  
**Post of Temporary Research Assistant**  
**at the Office of the Registrar**

The University of Sri Jayewardenepura will entertain application from motivated and dynamic individuals to serve as a Research Assistant at the Office of the Registrar to fulfill following responsibilities.

**Key Responsibilities:**

- Assist data collection and data processing.
- Preparation of reports, presentations and documentaries.
- Coordinating activities related to preparation and updating university corporate plan.

**Required Academic Qualifications and Experiences:**

- A Degree with Second-Class Upper Division or above from a recognized University.

Preference will be given for followings:

- One year experience in public sector or private sector in similar capacity.
- Experience in project management using software.
- Experience in corporate planning and strategic planning assignments.
- Learned subjects such as:
  - Strategic Management
  - Computer Applications
  - Project Management and Planning

**Allowance:**

- All-inclusive Rs. 60,000 per month

**Contract Period:**

Initial one year subject to extent up to two years based on performance.

**Method of Submission:**

- Applications should be forwarded with copies of relevant educational (with transcripts), professional, extracurricular activities and service certificates to email the applications to [dr.ac\\_estab@sjp.ac.lk](mailto:dr.ac_estab@sjp.ac.lk) on or before **03<sup>rd</sup> July 2026**.
- Applications received after the closing date will not be considered.

Please indicate the position applied as “Temporary Research Assistant” in the subject line of the E-mail.

Registrar,  
University of Sri Jayewardenepura.  
18.06.2026



Handwritten signature and date: 12/06/2026.