



The Open University of Sri Lanka

VACANCY

GRADUATE TRANSLATOR GRADE II (SINHALA/ENGLISH)

Applications will be received by me up to 09.10.2026 from suitably qualified persons for the above post. Applications should be made in the prescribed form obtainable from the Open University of Sri Lanka.

QUALIFICATIONS

- (i) A Degree of a recognized University with Sinhala/Tamil as a subject.
AND
- (ii) A credit pass in English Language or Literature at the G.C.E. (Ordinary Level) Examination or should have passed the G.C.E. (Advanced Level) or higher examination in the English medium.

Note: Preference will be given to graduates who have offered English as a subject for the degree and/or who are proficient in all three languages.

AGE: Not more than 45 years

SALARY SCALE: U MN 3(II) – Rs. 71,365 - 18x1,190 - 92,785p.m.

The above salary scale is fully operative with effect from 01.01.2027, and the placement of the salary applicable to the post for the year 2026 will be made in accordance with the University Grants Commission Circular No. 02/2025 (i) dated 04.04.2025.

The appointee will be eligible to receive any other allowance made applicable to this post in addition to the salary.

BENEFITS:

All permanent appointees will become contributors to the Universities Provident Fund, contributing 10% of their monthly earnings and the University contributing an amount equivalent to 7%. In addition, they will become contributors to the Employees' Trust Fund and the University Pension Scheme, under which the University will contribute 3% and 8% of the monthly earnings of the employee respectively.

HOW TO APPLY:

The application form could be downloaded from the Open University website <https://ou.ac.lk/vacancies/> or can be obtained from the Senior Assistant Registrar/ Non-Academic Establishments, The Open University of Sri Lanka, PO Box 21, Nawala, Nugegoda.

Applicants from Higher Educational Institutions, Government Departments, and Government Corporations should apply through the Head of the Institution/ Department/ Corporation. Please attach certified copies of birth certificate, National Identity Card, relevant certificates of confirmed results to prove qualifications (with transcripts), professional qualifications, and experience. Applications which do not conform to the requirements, applications received after the closing date, and incomplete applications will be rejected.

Duly filled application form along with the supporting documents should be sent to **Senior Assistant Registrar/ Non-Academic Establishments, The Open University of Sri Lanka, PO Box 21, Nawala, Nugegoda** under registered post to reach on or before **09.10.2026**. Please mention the post applied for on the top left-hand corner of the envelope. The University reserves the right to shortlist the candidates.

Actg. Registrar
The Open University of Sri Lanka
Nawala, Nugegoda.

20.09.2026