

WE ARE

**HIRING**

# Assistant Manager (Student Services | Orientation)

## JOIN OUR TEAM

The Sri Lanka Institute of Information Technology (SLIIT) is a pioneer in the higher education sector of Sri Lanka and offers undergraduate and postgraduate degrees in a wide range of disciplines ([www.sliit.lk](http://www.sliit.lk)). It is committed to providing the best student experience through a dedicated group of academic and non-academic staff. The main campus located in Malabe has excellent academic and recreational facilities.

We are looking for bright and dynamic individual to join our team of Student Services & Outreach as an Assistant Manager (Student Services / Orientation).

The ideal candidate should have:

- The ability to develop & implement undergraduate orientation programs to specific groups.
- Knowledge of STEM education and blended learning.
- A strong commitment to and knowledge of diversity, equity, inclusion, and access principles.
- Natural communicator who can write well and present to groups.
- Ability to work independently or as part of a team.
- Strong organization, project management, and communication skills.
- Ability to work irregular shifts and extended hours, including weekends and holidays during peak periods.

Eligibility requirements:

- Bachelor's degree in Education / Psychology or a relevant social science discipline, or equivalent combination of education and experience with STEM education programs.
- At least 7 years of work experience, out of which at least 2 years in an Assistant Manager or similar role.
- Experience with program development, coordination and management, strategic planning, and workshop facilitation is strongly preferred.
- Minimum of 2 years or more experience working directly with undergraduates would be an added advantage.

SLIIT offers a competitive salary and other benefits commensurate with qualifications and experience.

Please send your resume via email to [careers@sliit.lk](mailto:careers@sliit.lk) clearly indicating the post applied for on the subject line of the email, to reach us within 7 days of this advertisement.