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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,948 – 2016 ජනවාරි මස 01 වැනි සිකුරාදා – 2016.01.01

No. 1,948 – FRIDAY, JANUARY 01, 2016

(Published by Authority)

PART I: SECTION (IIA) – GENERAL

(Separate paging is given to each language of every Part in order that it may be filed separately)

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IMPORTANT NOTICE REGARDING ACCEPTANCE OF NOTICES FOR PUBLICATION IN THE WEEKLY “GAZETTE”

ATTENTION is drawn to the Notification appearing in the 1st week of every month, regarding the latest dates and times of acceptance of Notices for publication in the weekly *Gazettes*, at the end of every weekly *Gazette* of Democratic Socialist Republic of Sri Lanka.

All notices to be published in the weekly *Gazettes* shall close at 12.00 noon of each Friday, two weeks before the date of publication. All Government Departments, Corporations, Boards, etc. are hereby advised that Notifications fixing closing dates and times of applications in respect of Post-Vacancies, Examinations, Tender Notices and dates and times of Auction Sales, etc. should be prepared by giving adequate time both from the date of despatch of notices to Govt. Press and from the date of publication, thereby enabling those interested in the contents of such notices to actively and positively participate please note that inquiries and complaints made in respect of corrections pertaining to notification will not be entertained after **three months** from the date of publication.

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 22nd January, 2016 should reach Government Press on or before 12.00 noon on 08th January, 2016.

Electronic Transactions Act, No. 19 of 2006 - Section 9

“Where any Act or Enactment provides that any proclamation, rule, regulation, order, by-law, notification or other matter shall be published in the *Gazette*, then such requirement shall be deemed to have been satisfied if such rule, regulation, order, by-law, notification or other matter is published in an electronic form of the *Gazette*.”

W. A. A. G. FONSEKA,
Government Printer (Acting)

Department of Govt. Printing,
Colombo 08,
01st January, 2016.

This Gazette can be downloaded from www.documents.gov.lk



1. General Qualifications required :

1:1 Every applicant must furnish satisfactory proof that he is a Sri Lankan. A “Sri Lankan” is a citizen of Sri Lanka by descent or by registration as defined in the Sri Lanka Citizenship Act.

1:2 A candidate for any post for which the minimum educational qualification prescribed is a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass either in Sinhala language or Tamil language obtained, as the case may be, at the Senior School Certificate Examination or its equivalent if he is either a Sinhalese educated in Sinhala Medium or if he is a Tamil educated in Tamil Medium (This requirement will not apply to those who are in the public service from a date prior to January 01, 1961, and who seek appointments to other posts in the public service).

1:3 Application from the “New Entrants” Public Officers, who are not either Sinhala or Tamil educated, whose probationary trial appointments have been terminated for failure to pass the prescribed official language proficiency tests will not be entertained unless they have obtained the qualifications which could entitle them to seek exemptions from the highest proficiency test prescribed for the post.

2. Conditions of Service-General :

2:1 All officers in the Public Service will be subject to the Financial Regulations, the Establishments Code, Departmental Orders or Regulations and any other Orders or Regulations that may be issued by the Governments from time to time.

2:2 A Public officer may be required to furnish security in terms of the Public Officers (Security) Ordinance, in such sum and in such manner as the secretary to the Ministry concerned may determine.

2:3 A Public Officer may be called upon to serve in any part of the Island.

3. Conditions of Service applicable to Public Officers holding permanent appointments:

3:1 In addition to the conditions referred to in Section 2 above Public Officer holding permanent appointments will be subject to the following further conditions:

3:1:1 All appointments will be on probation for a period of 3 years unless a longer period is considered necessary in respect of any post. Any appointment may be terminated at any time during the period of probation without a reason being assigned.

3:1:2 All public officers are required to conform to the provisions of the Chapter IV of the Constitution of the Democratic Socialist Republic of Sri Lanka and any other laws, regulations or rules that may be made from time to time to give effect to the Language Policy of the Government.

3:1:3 All Public officers who have not entered the Public Service either in Sinhala Medium or in Tamil Medium are required to acquire a working knowledge in one of the official languages.

3:1:4 Confirmation at the expiry of the period of probation of an officer who entered the Public Service in a medium other than Sinhala or Tamil will depend, inter alia, on the passing of the Grade I Proficiency Test in one of the Official Languages within one year; Grade II Proficiency Test within two years, and Grade III Proficiency Test (where applicable) within three years from the date of appointment.

Failure to pass a test within the prescribed period will result in the suspension of increments. Suspension will be converted to a stoppage if the test is not passed within a further period of six months beyond the prescribed period such stoppage operating until the test is passed or until such time as the provisions of Section 3:1:6 below apply.

3:1:5 Such officers should, on receiving appointment, be given facilities on full pay, for a period of 6 months to obtain proficiency in one of the official languages. He will thereafter, be required to sit the relevant proficiency examination and if he does not pass he will be given the opportunity to pass the examination within a period of 2 years immediately after the period of 6 months on full pay, while he performs his normal duties.

3:1:6 If he fails to pass the examination in this prescribed period of 2 1/2 years his services will be terminated.

3:1:7 A Public Officer already confirmed in permanent post in the Public Service will not normally be required to serve the period of probation on being appointed to another permanent post in the Public

Service. Such Officers may in the first instance be appointed to act in the new post for a specified period with a view to testing him in his new post.

3:1:8 Selected candidates (Other than those already holding permanent or temporary appointments in the Public Service) who have already been medically examined will be required to undergo a medical examination by a Government Medical Officer to test their physical fitness to serve in any part of the Island.

4. Terms of Engagement :

4:1 Public officers appointed to permanent and pensionable posts should contribute to the ‘Widows and Orphans’ Pension Scheme from their salary an amount equivalent to the percentage the Government requires to recover from their salary.

4:2 Public officers appointed to permanent or temporary posts on Provident Fund basis will be required to contribute 6% of their consolidated salary to the Public Service Provident Fund. The Government will contribute as its share of contributions an amount equal to 150% of the compulsory contributions credited to the fund at the close of the Financial Year.

4:3 Officers who hold pensionable appointments in the Public Service and who are released for appointments to pensionable posts in the Local Government Service and those officers in the Local Government Service who hold pensionable appointments and who are released for appointments to pensionable posts in the Public Service will be allowed pensionability in their posts in the Local Government Service and Public Service respectively.

4:4 Regular Force personnel in the Army, Navy and Air Force who are released for appointments to posts in the Public Service which are pensionable under the Minutes on Pension will be allowed pensionability in their posts in the Public Service. Notwithstanding anything to the contrary in these Minutes the unforfeited full pay service of any member of the Armed Forces who is released to accept an appointment as a Public Officer in a post which has been declared to be pensionable under these Minutes shall be reckoned for the purpose of any pension or gratuity payable under these Minutes.

5. Serving Officers in the Public Service :

5:1 Applications from officers of the Public Service who possess all the necessary qualifications must be forwarded through the Heads of their respective Departments. In the case of applications from Public Officers holding post in the permanent establishment in the Public Service, Heads of Departments in forwarding such applications should state whether the applicants could be released or not to take up the new appointment, if selected.

5:2 Candidates may be required to present themselves for interview at an appointed time and place. No travelling or other expenses will be paid in this connection.

5:3 Anyone desiring to recommend a candidate should do so by giving a testimonial. Any form of canvassing or any attempt to influence the selection of a candidate will disqualify such candidates.

5:4 Any statement in the application which is found to be incorrect will render the applicant liable to disqualification if the inaccuracy is discovered before the selection and to dismissal if discovered after the selection.

5:5 Application not conforming in every respect with the requirements of the advertisement will be rejected.

6. Definition of Salary for the purpose of Eligibility

6:1 Salary for purposes of eligibility means only the consolidated salary and does not include any action salary, allowances etc.

7. New National Policy on Recruitment and Promotions :

Recruitment and Promotion in the Public Service, Provincial Public Service, Public Corporate Sector and Companies fully owned by the Government will be done in accordance with the policy laid down in the Public Administration Circulars No. 15/90 of 09.03.1990, 15/90 (I) of 25.03.1990 & 15/90 (ii) of 15.06.1990 with effect from 01.01.1990 subject to amendments that will be done by subsequent Public Administration Circulars.

Rules and Instructions for Candidates

“All candidates are bound to act in conformity with the provisions of the Examinations Act, No. 25 of 1968.”

All candidates are bound to abide by the rules given below. A candidate who violates any of these rules is liable to one or more of the following punishments at the discretion of the Commissioner of Examinations :—

- (i) Suspension from the whole or part of the examination or one subject or a part thereof ;
- (ii) Disqualification from one subject or from the whole examination ;
- (iii) Debarment from appearing for an examination for a period of one year or two years ;
- (iv) Debarment for life ;
- (v) Suspension of the certificate for a specified period ;
- (vi) Reporting the candidate's conduct to his Superiors or handing over the candidate to the Police or making a complaint to the Police over his action.

The Commissioner reserves himself the right to take action at any time before the Examination or at any stage of it or thereafter, and his decision shall be deemed final. In the case of examinations for recruitment to the Public Service, the decision of Commissioner of Examinations shall be subject to the Supervision of the Public Service Commission.

1. All candidates should conduct themselves in a quiet manner in and around the Examination Hall so as not to disturb or obstruct the Supervisor, his assistants or the other candidates. They should enter and leave the Examination Hall as quietly as possible.

2. Candidates should obey the Supervisor. Therefore, when the Examination is in progress and before the commencement of the Examination as well as immediately after the end of the Examination they should act in accordance with the instructions of the Supervisor and his assistants.

3. Under no circumstances whatsoever will a candidate be allowed into the Examination Hall after the lapse of half an hour after the commencement of a paper. No candidate will be permitted to leave the hall till after half an hour from the time of commencement of the paper. Candidates who come late for Practical and Oral Examinations are liable to be refused admission.

4. Every candidate should sit at the desk bearing his/her index number and not at any other desk. Unless with the permission of the supervisor no candidate should change his/her seat. The occupation of a seat other than the one assigned to him by a candidate is liable to be considered as an act with a dishonest intention.

5. Absolute silence should be maintained in the Examination Hall. A candidate is forbidden to speak to, communicate with or have dealings with any person within or outside the Examination Hall other than a member of the Examination Hall Staff. If there is an urgent need for a candidate to communicate with another, prior permission must be obtained from the supervisor.

6. A candidate's answer script is identified only by the Index Number and his/her name should not be written on the answer script. Another candidate's index number appearing on the answer script of a candidate is considered as an attempt to commit a dishonest act. Answer scripts bearing an index number that is difficult to decipher is liable to be rejected.

7. Candidates should write only on the paper provided and should not write anything on the blotting paper, question paper, desk or any other place. Non conformity with this rule could be taken as an act with dishonest intentions.

8. Any paper or answer book supplied should not be torn up, crushed, folded or erased. Each and every sheet of paper used for rough work should be tied up with the answer script. It should be a part of the answer script. (Such rough work should be neatly crossed out.) Anything written inside the Examination Hall should not be taken out. If a question has been answered twice, the unnecessary answer should be neatly crossed out. Failure to abide by these requirements may be considered as an attempt to cheat.

9. When answering questions in Mathematics the submission of correct answers with incorrect working or with no working at all and in art if the work of art is similar or very close in resemblance to that of another candidate in concept, in form or in execution it is liable to be considered as a dishonest act.

10. The removal of any paper or stationery supplied to candidates out of the Examination Hall is prohibited. All such material remains the property of the Commissioner of Examinations. Breach of this rule shall be liable to be considered an act with dishonest intention.

11. While in the Examination Hall a candidate should not have with him or near him any book, note book, pocket note book, exercise book, sheet of paper or pieces of paper other than the stationery supplied to him. Nor should any handbag, travelling bag or parcel other than the candidate's boxes of colours and boxes of instruments where necessary or any file cover, card board pad, folded newspapers, brown papers should be brought into the Examination Hall. Breach of this rule is a punishable act.

12. A candidate is strictly forbidden to keep with him any book, note book or a sheet of paper with written notes once inside the Examination Hall. Should the Supervisor so requires, each candidate is bound to

declare everything he has with him/her. Breach of this requirement shall be considered as an attempt to commit an act of dishonesty.

13. Candidates are forbidden to copy or attempt to copy from the answer script of another candidate, a book, paper containing notes or any other source. A candidate should not attempt to look at the answer script of any another candidate. A candidate should refrain from helping another Candidate and also from getting help from another candidate or a person. Every completed answer sheet should be kept underneath the sheet on which the answer is being written. Sheets of writing paper should not be strewn all over the desk.

14. A candidate will under no circumstance whatsoever be allowed to leave the Examination Hall even for a brief period during the course of the paper. However in an emergency if a candidate needs to leave the hall, he/she shall be allowed to do under the surveillance of the supervisor or his assistant. He/she shall be subject to search before leaving the hall as well as before re-entering it.

15. Impersonation while answering a paper or before the commencement of the Examination is a punishable offence. Tampering with identity cards, presenting false identity cards or tampering with someone's identity are also such offences. Candidates are warned not to commit such offences.

16. Assistance given to a candidate in a dishonest manner by a person who is not a candidate, is considered a serious offence.

Candidates should adhere to the following instructions for their own safety :—

(i) Be at the Examination Hall well in time. It is sufficient to be at the Examination Hall 10 or 15 minutes before the commencement of each paper. If you have any doubt as to the location of the Examination Hall, make inquiries on a day prior to the date of Examination and be sure of its location.

(ii) In case of any doubt regarding your entry for a paper or eligibility to sit a paper you should bring it to the notice of the Supervisor and get your doubts cleared. Failure to do so may result in your candidature for the subject being cancelled.

(iii) When appearing for the Examination, candidates should produce their identity cards at every paper they sit. If a candidate fails to produce identification documents at the Examination Hall, his candidature is liable to be cancelled. In case a candidate forgets to bring such documents into the Examination Hall, it should be brought to the notice of the Supervisor and arrangements should be made to produce them before the Examination concludes.

(iv) Standard stationery (i.e. writing paper, graph paper, ledger paper, precis paper) will be supplied. If you receive any stationery that is different from the kind generally distributed or distributed to the others it should be promptly brought to the notice of the supervisor. No paper other than those issued at the Examination Hall should be used for answering questions. Excess paper and other material should be left on the desk, in good condition. When log tables are supplied they should be used with care and left on the desk when you leave.

(v) Candidates should bring their own pens, pencils, bottles of ink, erasers, pieces of cloth, rulers, geometrical instruments, coloured pencils, coloured chalk, etc.

(vi) When you start answering you should promptly write down your Index Number and the name of the Examination on each sheet of paper used. Write neatly and legibly on both sides of the paper. Leave a blank line after the answer to each part of a question. After the answer to a full question leave one or several blank lines. Do not crowd in your work.

(vii) The left-hand margin of the answer sheet is set apart for you to enter the number of the question you answer. The right hand margin is reserved for the examiner's use and nothing should be written there. Number your answers correctly as incorrect numbering leads to confusion.

(viii) You should read carefully the instructions given at the head of the question paper, with regard to the compulsory questions and the manner in which the other questions should be selected. Disregard to these instructions is often liable to affect you adversely.

(ix) When Mathematics Questions are answered, give all details of calculations and any roughwork, in their serial order as part of the working of the problem. Necessary sketches, diagrams and figures should be accurate and sufficiently large. In an answer running into several pages if reference must be made to a diagram drawn in an earlier page, that diagram should be drawn repeatedly.

(x) At the end of each paper, arrange your answer sheets in the order you answered the questions. Then using the piece of twine supplied, tie them up at the top left hand corner. Do not tie up at the top right hand corner.

(xi) You should personally handover your answer script to the Supervisor or to an Invigilator. Or else remain in your seat till it is collected. Failure to do so may result in the loss of your script and your being treated as an absentee for the paper. On no account should your script be handed over to a peon or an attendant.

(xii) If it becomes necessary for you to speak to the Supervisor or an Invigilator, or if you need stationery, remain in your seat and raise your hand.

Commissioner General of Examinations.
Department of Examinations,
Pelawatta, Battaramulla.

Posts – Vacant

REGISTRAR GENERAL'S DEPARTMENT

Post of Registrars of Muslim Marriages

VAVUNIYA DISTRICT

Applications are invited for the Posts of Registrars of Muslim Marriages in the Divisions set out in the Schedule hereto.

01. Applicants should be permanent residents of the said Muslim Marriages Registration Divisions and should be entitled to properties and have acquired sufficient interest and influence in the area.

02. Muslim males only can apply for these Posts.

03. Applicants should be not less than 30 years and not more than 60 years of age.

04. Applicants should be married.

05. Details regarding educational and other qualifications etc., could be obtained from the notices exhibited in public places such as District Secretariats, Land and District Registries, Divisional Secretaries Offices, Grama Niladhari Offices, Rural Development Societies and Co-operative Societies in the Division.

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries.

07. Completed applications should be sent by registered post to the address given in the Schedule on or before 01st of February, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
07th December, 2015.

SCHEDULE

<i>District</i>	<i>Divisional Secretary's Division</i>	<i>Division and Post for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Vavuniya	Vavuniya	Post of Registrar of Muslim Marriages of Vavuniya South Division (Tamil Medium)	The District Secretary/The Additional Registrar General, District Secretariat Vavuniya

01-12

REGISTRAR GENERAL'S DEPARTMENT

Amendment of closing date of applications for recruitment of Registrar of Marriage, Birth and Death

GALLE DISTRICT

IT is kindly notified that the closing date of application for recruitment for the post of Marriage, Birth and Death Registrar for the Division appearing in the following Schedule which was published by me in the *Gazette* No. 1935 of 02.10.2015 is extended as 02.02.2016.

02. Please note that all other details in the said *Gazette* notification remain unchanged.

Registrar General.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Galle	Galle Four Gravets	Post of Registrar of Births, Deaths and Marriages (Normal) (Tamil Medium) of Galle Four Gravets Division	District Secretary/Additional Registrar General, District Secretariat Galle

01-11

MINISTRY OF SKILLS DEVELOPMENT AND VOCATIONAL TRAINING

Department of Technical Education and Training

RECRUITMENT (OPEN) TO GRADE III OF THE POST OF HOSTEL MATRON OF SERVICE CATEGORY OF MANAGEMENT ASSISTANT (NON TECHNICAL) SEGMENT 2 OF THE DEPARTMENT OF TECHNICAL EDUCATION AND TRAINING

APPLICATIONS are invited from female applicants who have completed relevant qualifications to select suitable officer for the vacancy existing in the post of Hostel matron of service category of Management Assistant (Non Technical) segment 02 of the Department of Technical Education and Training. Applicant who will select, will be attached to the vacancy existing in Technical College, Kuliyapitiya which comes under the purview of the Department of Technical Education and Training. Applications on forms of the specimen mentioned at the end of this notification prepared according to the following instructions in A4 size paper using both sides should be sent under registered cover to reach the Director General, Department of Technical Education and Training P. O. Box 557, Olcott Mawatha, Colombo 10 on or before the date under mentioned. The envelope enclosing the application should clearly be marked "Recruitment to the Post of Hostel Matron" on the top left hand corner. The closing date of application is 01.02.2016.

Note.– Inquiries, about applications or related letters lost or delayed in post cannot be considered. Any damages that may cause due to the delay in submitting applications until the closing date should be borne by applicants, themselves.

1. *Recruitment Procedure.*– Recruitment will be made on the results of structured interview and qualifications will also be examined :

<i>Main headings to be given marks</i>	<i>Maximum Marks</i>
Additional Educational Qualifications	20
Additional Vocational Qualifications	35
Additional Experience	30
Language Proficiency	10
Skills at the interview	05
Total	100

2. *Educational Qualifications :*

- Have passed G. C. E. (Ordinary Level) examination in one sitting. In six (06) subjects with credit pass for Sinhala/Tamil/English language, Mathematics and another two subjects ; and
- Have passed at least one subject (except the General Common Test) in G. C. E. (Advanced Level) examination.

3. *Vocational Qualifications.*– Have followed full time National Vocational Qualification (NVQ) level 4 course in Management from an institution, recognized by the Tertiary and Vocational Education Commission and obtained a certificate.

4. *Service experience.*– Have obtained one year experience in relevant post/field in Government of Government registered institution.

5. *Physical Fitness.*– Every female applicant shall have sufficient physical and mental fitness to serve in any part of Sri Lanka and discharge the duties of the post.

6. *Age limit.*– Not less than 18 years and not more than 30 years of age as at the closing date of applications.

7. *Other Qualifications :*

- Female applicants should be citizen of Sri Lanka,
- Must have good moral character.
- All qualifications required to recruit to the post, should have been fulfilled on the closing date of applications, in every manner.

8. *Salary Scale.*– In terms of salary circular bearing Public Administration Circular No. 06/2006(iv), salary scale of MN-1-2006(ඒ), Rs. 13,120 -10x145 - 11x170 - 10x240 - 10x320 - Rs. 22,040 (monthly) is applicable to this post.

9. *Mode of forwarding applications :*

- Applications, prepared with No. 01-07 of specimen application appearing in 1st page, No. 08-10 appearing in 2nd page and the rest in next pages, should be completed in their own handwriting perfectly.
- Applications, which are of non compliance with specimen application and include in complete

particulars and applications received after the closing date of applications will not be entertained. Female applicants are advised to send their applications in time to avoid the possibility of postal delay.

APPLICATION FORM

For office use

RECRUITMENT (OPEN) TO GRADE III OF THE POST OF HOSTEL MATRON
OF SERVICE CATEGORY OF MANAGEMENT ASSISTANT (NON TECHNICAL)
SEGMENT 2 OF THE DEPARTMENT OF TECHNICAL EDUCATION AND
TRAINING

- (iii) Signature of applicants should be attested by a principal of Government School, a Grama Niladari of a division, a justice of peace, Commissioner of Oaths, Attorney-at-law, Notary Public, Commissioned Officer in the armed force, permanent staff officer in Public or Provincial Public Service with an annual consolidated salary of Rs. 240,360 or above or a chief incumbent or a chief priest of a Buddhist temple or a distinguish person, in charge of holy place of any other religion.
- (iv) Officers, who are already in Public or Provincial Public Service should submit applications, through their head of the institution.
- (v) Your candidature will be repealed, if any information mentioned in the application being detected as incorrect or false, before the recruitment. If such information being detected after the recruitment, action will be taken to dismiss from the service, subject to the procedure relevant thereto.

10. *Conditions of employment :*

- (i) This post is permanent and pensionable and selected applicant should contribute to the Widows and Orphans/Widowers and Orphans Pension Scheme.
- (ii) Officer, who appointed to this post will be subject to the period of 03 year probationary and should pass the 1st efficiency bar examination within such 03 years.
- (iii) In terms of provisions of Public Administration Circular No. 01/2014, relevant proficiency level of official language should be obtained.
- (iv) This appointment subject to the procedural Rules of the Public Service Commission, Establishments Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the state and departmental other orders.

11. Director General of the Department of Technical Education and training reserves the right to fill the vacancy.

12. In the event of any inconsistency between the Sinhala, the Tamil and the English texts of this *Gazette* Notification, Sinhala text shall prevail.

J. A. RANJITH,
Director General

Department of Technical Education and Training,
Colombo 10,
01st January, 2016.

01. Name of the candidate :
 - (i) Name with initials, initials at the end (In block capital letters) : _____.
 - (ii) Full name (In block capital letters) : _____.
 - (iii) Full Name (In Sinhala/Tamil) : _____.
02. Address and Telephone Number :
 - (i) Official Address : _____.
Telephone Number : _____.
 - (ii) Private Address : _____.
Telephone Number : _____.
(Any change in the address or telephone number, should be informed immediately)
03. Date of Birth :
Year : _____, Month : _____, Date : _____.
04. Age as at closing date of applications :
Years : _____, Months : _____, Days : _____.
05. National Identity Card Number : _____.
06. Sex - Male/Female : _____.
07. Whether married/unmarried/widow : _____.
08. Educational Qualifications :
G. C. E. (O/L) Examination :
Year : _____, Index No. : _____.

[illegible]

G. C. E. (A/L) Examination :
Year : _____. Index No. : _____

[illegible]

09. Vocational Qualifications :

Examination/ Diploma Course	Year	Subjects	Grade	Name of the Institute/ University

10. Particulars of Experience :

Institution, worked	Post	Period of Service	Whether Government/ Government Registered Institution

11. If you are a citizen of Sri Lanka state by decent or registration
(If registration, state details) : _____.

12. Whether you have been dismissed from government post,
that you had been holding ? : _____.

13. If you are already in Public Service, are there any departmental
disciplinary inquiries against you ? : _____.

14. Whether you have been convicted in a court ? If so, state
details.

I hereby certify that the particulars furnished by me in this
application are true and accurate. I am aware that if any particulars
contained there in are found to be false and incorrect before

the selection I am liable to disqualify and dismissal, without
compensation, if the inaccuracy is detected after the appointment.

_____,
Signature of the applicant.

Date : _____.

15. Attestation of the signature of the candidate :

I do hereby certify that Mrs./Miss _____ is
personally known to me and placed her signature in my presence
on _____.

_____,
Signature of certifying officer.

(This part is applicable only for candidates who engage in
government employment)

Attestation of the Head of the Department/Institution :

I hereby certify that Mrs./Miss _____ who is
working in this Ministry/Department/Institution is working
in the post of _____ and her work and conduct are
satisfactory, no disciplinary action pending against her and no
decision has been taken to impose any such in future. If she will
be selected for this post, she can/cannot be released from the
service.

_____,
Signature of the Head of the
Department or Authorized Officer.

Date : _____.
(Seal)

01-150

Examinations, Results of Examinations & c.

MINISTRY OF EDUCATION

Recruitment of Western Music Graduates for Western Music Teacher Vacancies in Government Schools in the Sri Lanka Teachers' Service – 2015

APPLICATIONS are invited from eligible western music
graduates for the recruitment to grade 3 - 1 of Sri Lanka Teachers'
Service for teaching western music in government schools in the
Island as per the service minute of Sri Lanka Teachers' Service.

01 Eligibilities :-

1.1 General Qualifications :

- (i) Should be a citizen of Sri Lanka
- (ii) Should have a good character and a good mental
and physical health

- (iii) Should not be less than 18 years and more than 35
years of age at 14.01.2016

1.2 Educational Qualifications and Basic Qualifications
Expected :

- (i) Should have possessed a degree in Western
Music with the practical training from any
University recognized by the University Grants
Commission at 14.01.2016 as per Sri Lanka
Teachers' Service Minute.
- (ii) As per the policy accepted by the Ministry of
Education, G.C.E. (O/L) and G.C.E. (A/L)
examination should be passed as follows :-

- * Should have passed Sinhala language or Tamil
language as a subject in not more than two times
within 2 consecutive years at the G.C.E. (O/L)
examination.

- * Should have passed three subjects (excluding the general examination) at one sitting under the new syllabus at the G.C.E. (A/L) examination.

Note: Those passed the examinations recognized equally as G.C.E. (O/L) and G.C.E. (A/L) examinations by the Commissioner General of Examinations too can apply.

02. Method of Recruitment :

- 2.1 Competitive examination as well as a practical examination will be conducted by the Commissioner General of Examinations as directed by the appointment authority to recruit them in the service and eligible individuals will be selected through an interview to award appointments for the existing teacher vacancies, based on school based method as per the priority of the total of the total marks obtained from such examinations. Applicants not fulfilling the qualifications appeared in this notification will not be called for the interview.
- 2.2 Method of awarding marks to select qualified individuals at the structured interview and practical examination is given in Schedule No. 1.

SCHEDULE 1

The candidates fulfil the education of qualifications appeared in 1.2 above should appear the structured and practical examination consisted of 03 parts as follows conducted by the Commissioner General of Examinations for the recruitment of teachers and at least 120 marks, as 40% from each subject should be obtained.

- (i) Theory of Western Music
- (ii) Listening test relevant to Western Music
- (iii) Practical test relevant to Western Music

According to the priority of the marks scored, applicants will be called for an interview to verify their qualifications.

- 2.3 Among the teacher vacancies indicated in Schedule 2, one candidate can apply for only 03 schools and the school and order cannot be changed as per own consent.
- 2.4 *Syllabus Pertaining to the Competitive Examination.*— There are two question papers prescribed for this examination. Both question papers consist of multiple choice and short answer type questions as follows. All the candidates are compulsory to sit both question papers. At least 40 marks per question paper should be obtained, if to pass the examination.

01. Aptitude Test – Time 01 ½ hours (100 marks).
This question paper is prepared to evaluate the skills and logical intelligence for teaching profession of the candidate and to evaluate the efficiency in taking decisions.

02. General Knowledge – Time 01 ½ hours (100 marks).

A question paper consisted of 50 questions with multiple choice and short answer type questions to evaluate the general knowledge on the teaching sector and/or education trends experienced locally and general knowledge on educational reforms.

- 2.5 *Method and Medium of the Examination.*— This examination will only be conducted in Sinhala and Tamil media.

Note: When the number of applicants exceed the number of vacancies pertaining to the subject existing in the school applied for, priority will be given as per the order of the marks obtained at the competitive examination and practical and structured interview. When several candidates applied for the same school has obtained equal marks, priority will be given as per the distance to the school. Only the candidates eligible subject to these specification will be recruited.

- 2.6 The selected candidates will be recruited to Grade 3 – 1(a) of Sri Lanka Teachers' Service subject to general conditions controlling government appointments, conditions enforced by the service minute of Sri Lanka Teachers' Service and the revisions already been made or will be made to the said service minute. The monthly salary pertaining to this post will be as per the Public Administration Circular No. 6/2006 (XII) dated 02.12.2014 and the method of salary for this will be a monthly remuneration of Rs. 13,410 -145 x 6 – 180 x 7 – 215 x 2 - Rs 15,970/- under salary segment G-E-1-2006. You will be initiated in the monthly salary of Rs. 15,540 which is the 14th step in this salary scale.

- 2.7 This post is permanent and pensionable.

- 2.8 Recruitments will be made as per provisions stated in 7.2.3.4. of Sri Lanka Teachers' Service Minute published in the *Gazette Extraordinary* No. 1885/38 of the Democratic Socialist Republic of Sri Lanka on 23.10.2014 and promotions will be made as per the service minute of Sri Lanka Teachers' Service Minute. If any particular fact is not covered by this *Gazette* notification, they will be subject to provisions of Sri Lanka Teachers' Service Minute.

03. Method of Application :

- 3.1 application should be prepared in consistent with the specimen application annexed to this notification and the same prepared on both sides using an A4 sheet shall be completed by the applicant himself. It should be specially taken into consideration that heading 1.0 to 7.4 of the application should be appeared on the first page whereas the other headings from 8.0 may be on the other pages. Applications inconsistent with the specimen application and incomplete applications will

be rejected without notice. (Keeping a photocopy of the application will be of use). The applicant should be sure to see whether the prepared application is in consistent with the specimen application. Otherwise the applications may be rejected. Name of the examination on the application should be appeared in English apart from in Sinhala in Sinhala applications and in Tamil in Tamil applications.

3.2 The subject applied or the order of the schools will not be changed however and no appeals in that regard too will be dealt with.

3.3 One candidate can only submit one application.

3.4 The signature of the applicant in the application should have to be attested by a principal of a government schools, a Justice of Peace, a Commissioner for Oaths, an Attorney – at – Law, a Notary Public, a Commissioned Officer in the armed forces, an officer holding a Gazetted post in the Police service or an officer holding a permanent post in the government obtaining more than a basic yearly salary of Rs. 240,360.

3.5 Accurately completed applications should be sent to “Commissioner General of Examinations, Organizations and Foreign Examinations Division, Sri Lanka Department of Examinations, P.O. Box 1503, Colombo” by registered post to reach on or before 14.01.2016. It is compulsory to indicate “Recruitment of Western Music Graduates for Western Music Teacher Vacancies in Government Schools in the Sri Lanka Teachers’ Service – 2015” on the top left hand corner of the envelope containing the application.

3.6 All incomplete applications will be rejected. No consideration will be made with regard to complaints pertaining to loss or delay of applications in post.

3.7 No notification of receipt of applications will be sent. Sri Lanka Department of Examinations will publish a newspaper notification indicating the issuance of admissions as soon as the issuance of admissions to the candidates. If the admission was not received even after 2 or 3 days from the issuance of admissions, Sri Lanka Department of Examinations should have to be informed of the same. It will be much productive to inform Sri Lanka Department of Examinations with a certified copies of the application and the invoice kept with you along with the invoice of registration of the application and a fax number to send the admission if you are in a remote area away from Colombo.

04. *Entrance to the Examination:*

4.1 The Commissioner General of Examinations may issue admissions to candidates within the age limit indicated in the notification and have submitted accurately completed applications with the relevant receipt paid the precise examination fees

on or before the closing date of the applications. A candidate appearing the examination may submit the admission with their signature been attested to the head of the examination hall. No permission will be given to sit the examination to those not submitted as such.

4.2 An applicant shall appear the examination entitled for him/ her. Attesting the signature of the admission pertaining to the examination hall, every candidate should hand over the same to the head of the examination hall on the first day he/she appearing the examination in that particular hall. The candidates are subject to rules and regulations pertaining to conducting the examination enforced by the Commissioner General of Examinations. He/she has to be subject to a penalty enforced by the Commissioner General of Examinations if violated the said rules and regulations.

Note.– Issuance of an admission to a candidate cannot be considered as an acceptance of fulfilling qualifications to sit the examination.

05. *Identity of the Candidates.*– A candidate shall prove his / her identity at the examination hall to the satisfaction of the head of the examination hall with regard to every subject he/she appears. Only one of the following documents will be accepted in that regard :

- (a) National Identity Card issued by the Department of Registration of Persons,
- (b) A valid passport.

06. *Penalty for Submitting False Information :*

6.1 If a candidate reveals to have no qualifications before or during time of the examination or after the examination or at any time, his candidature can be cancelled. If any particular fact a candidate has submitted is proved false, or that he/she has veiled an important fact on purpose, he is subject to be dismissed from service.

07. *Examination Fees.*– Examination fee is Rs. 500. The invoice obtained by paying the amount under income head No. 2003-02-13 to any Post /Sub – post office in the Island to the name of the candidate should be pasted where necessary and the number of the invoice should also be indicated. (Keeping a photocopy of the voucher will be of importance). No money orders or stamps will be accepted as examination fees. The fee paid on behalf of the examination will not be refunded under any circumstances or no transfer of that amount will be made for any other examination.

08. *Directions to Fill the Application.*– Please utilize the following Schedule for filling the application.

SUB-DOCUMENT - 2

STATED BELOW ARE THE TEACHER VACANCIES THAT EXIST IN
WESTERN MUSIC

RECRUITMENT OF WESTERN MUSIC TEACHERS

Serial No.	National Schools – Western Province	Number of Vacancies
1	D.S.Senayake Vidyalaya Colombo -07	1
2	St. John's Vidyalaya Kalutara	1
	Total	2

Serial No.	National Schools – Southern Province	Number of Vacancies
3	Sri Devananda Vidyalaya Ambalangoda	1
4	Ruhunu Vijayaba Maha Vidyalaya	1
5	Ananda Madya Maha Vidyalaya Elpitiya	1
6	Karandeniya Madya Maha Vidyalaya Karandeniya	1
7	Batemulla Madya Maha Vidyalaya Imaduwa	1
8	Devapathiraja Vidyalaya Ratgama	1
9	Sri Sumangala Madya Maha Vidyalaya Hikkaduwa	1
10	Sri Lanka Singapore Friendship School Weeraketiya	1
11	Sri Revatha National School Ambalangoda	1
12	Dharmashoka Vidyalaya Ambalangoda	1
13	Deniyaya Madya Maha Vidyalaya Deniyaya	1
14	Keerthi Abeywickrama Madya Maha Vidyalaya Morawaka	1
15	St. Mary's National School Hambantota	1
16	Debarawewa National school Tissamaharamaya	1
17	Suriyawewa National School Suriyawewa	1
18	Weeraketiya Madya Maha Vidyalaya Hambantota	1
19	Telijjawila Madya Maha Vidyalaya Matara	1
20	Walasmulla National School Walasmulla	1
21	Tangalle Balika Vidyalaya Tangalle	1
22	Urubokka Madya Maha Vidyalaya Urubokka	1
	Total	20

Serial No.	National Schools – Central Province	Number of Vacancies
23	Amupitiya Madya Maha Vidyalaya	1
24	Teldeniya Madya Maha Vidyalaya Teldeniya	1

Serial No.	National Schools – Central Province	Number of Vacancies
25	Wijaya National School Matale	1
26	Krithudeva National School Matale	1
27	Sri Sumangala National School Walapane	1
28	Pakyam Tamil National School Matale	1
29	Sri Naga National School Naula	1
30	Nugawela Balika Madya Maha Vidyalaya Kandy	1
	Total	8

Serial No.	National Schools – Wayamba Province	Number of Vacancies
31	Wickramashila National School Giriulla	1
32	Ananda Madyama Maha Vidyalaya Chilaw	1
33	Ananda National School Puttlam	1
34	Senanayake National School Madampe	1
35	S. W. R. D. Bandaranayaka Vidyalaya	1
	Total	5

Serial No.	National Schools – Uva Province	Number of Vacancies
36	Welimada Maha Vidyalaya Welimada	1
37	St. Joseph's Vidyalaya Bandarawela	1
38	Kandegedara Maha Vidyalaya Kandegedera	1
39	Bandarawela Madya Vidyalaya Bandarawela	1
40	Kuda Kusum Balika Vidyalaya Bandarawela	1
41	Passara Madya Maha Vidyalaya Pasara	1
42	Vishaka Vidyalaya Bandarawela	1
43	Kahagolla Madya Maha Vidyalaya Kahagolla	1
44	Nisshanka Madya Maha Vidyalaya Badalkumbura	1
45	Wellassa National School Wellassa	1
	Total	10

Serial No.	National Schools – Eastern Province	Number of Vacancies
46	Vincent Girls' High School Batticaloa	1
47	Shivananda National School Batticaloa	1
48	St. Micheal National School Batticaloa	1
49	Padirippu Madya Maha Vidyalaya Batticaloa	1
50	Sr. Ramakrishna Vidyalaya Akkarepattuwa	1
51	D. S. Senanayake Vidyalaya Ampara	1
52	Carmell Fatima National School Kalmunei	1
53	Dehiattakandiya National School Dehiattakandiya	1
	Total	8

Serial No.	National Schools – North Central Province	Number of Vacancies
54	Medirigiriya Madya Maha Vidyalaya Medirigiriya	1
55	Rajakeeya Madya Maha Vidyalaya Polonnaruwa	1
56	Ananda Balika Vidyalaya Hingurakgoda	1
	Total	3

Serial No.	National Schools – Northern Province	Number of Vacancies
57	Wembadi Girls' High School	1
58	Hindu Vidyalaya Jaffna	1
59	Jaffna Madya Maha Vidyalaya Jaffna	1
60	St. Xavier Balika Vidyalaya Mannar	1
61	St. Xavier Boys' School Mannar	1
	Total	5

Serial No.	National Schools – Sabaragamuwa Province	Number of Vacancies
62	Embilipitiya Janadhipathi National School Embilipitiya	1
63	Kalawana National School Kalawana	1
64	K/Dudley Senanayake National School	1
65	Jeilani Madya Maha Vidyalaya Dehigastalawa	1
66	Kolonna Madya Maha Vidyalaya	1
	Total	5

Serial No.	Provincial Schools – Western Province	Number of Vacancies
67	All Saints Balika Vidyalaya Colombo 08	1
68	Jayawardenapura Boy's School Kotte	1
69	St. Mary' Balika Vidyalaya Negombo	1
70	Nalanda Balika Maha Vidyalaya Minuwangoda	1
71	Biyagama Madya Maha Vidyalaya - Biyagama	1
	Total	5

Serial No.	Provincial Schools – Southern Province	Number of Vacancies
72	All Saints Vidyalaya Galle	1
73	Janadhipathi Vidyalaya Matara	1
74	Akuressa Madya Maha Vidyalaya Akuressa	1
75	Methodist Maha Vidyalaya Marawila	1
76	Puwakdanda Madya Maha Vidyalaya Beliatta	1
	Total	5

Serial No.	Provincial Schools – Central Province	Number of Vacancies
77	Galewela Madya Maha Vidyalaya Galewela	1
78	St. Anthony's College Kandy	1
79	Good Shepard Convent Nuwaraeliya	1
80	St. Sylvester's College Kandy	1
81	St. Anthony's Balika Vidyalaya Kandy	1
82	Peradeniya Madya Maha Vidyalaya Peradeniya	1
83	Wariyapola Sri Sumangala MMV Kandy	1
84	Wattegama Balika Vidyalaya Wattegama	1
	Total	8

Serial No.	Provincial Schools – Wayamba Province	Number of Vacancies
85	Marawila St. Xavier's Vidyalaya Naththandiya	1
	Total	1

Serial No.	Provincial Schools – Uva Province	Number of Vacancies
86	Giradurukotte Madya Maha Vidyalaya Giradurukotte	1
87	Viharamahadevi Balika Maha Vidyalaya Badulla	1
	Total	2

Serial No.	Provincial Schools – Eastern Province	Number of Vacancies
88	Methodist Madya Maha Vidyalaya Batticaloa	1
89	Hindu Vidyalaya Batticaloa	1
90	Vivekananda Balika Maha Vidyalaya Batticaloa	1
	Total	3

Serial No.	Provincial Schools – North Central Province	Number of Vacancies
91	Giritalagama Maha Vidyalaya	1
92	St. Joseph Maha Vidyalaya Anuradhapura	1
93	Mihintale Maha Vidyalaya	1
	Total	3

Serial No.	Provincial Schools – Northern Province	Number of Vacancies
94	Holy Family Convent	1

Serial No.	Provincial Schools – Sabaragamuwa Province	Number of Vacancies
95	Sri Buddha Jayanthi MMV Balangoda	1
96	Karagastalawa MV Belihul Oya	1
97	Udugama MV Pinnawala Balangoda	1
98	Sri/Walagamba MV Weligepola Balangoda	1
99	Vidyakara MV Opanayake	1
100	Chandrikawewa Jayanthi MV Padalangala	1
101	Colombageara MV Colombageara	1
102	Embilipitiya MV Embilipitiya	1
103	Moraketiya MV Embilipitiya	1
104	Udawalawa MV Udawalawa	1
105	Ratnaloka MV Rakwana	1
106	Kella MV Kolonna	1
107	Wijeriyana Sumana MV Wijeriyana	1
108	Ayagama Sri Rahula MMV Ratnapura	1
109	Kahawatte MMV Kahawatte	1
110	Kalawana Gamini MMV Koswatte Kalawana	1
111	Meepagama Jayanthi MV Kalawana	1
112	Elapatha MV Elapatha Ratnapura	1
113	Sri Ratnakara MV Udakarawita	1
114	Sri Jinarathana MV Karadana	1
115	Siddhartha MV Getahetta	1
116	Kiriella Gamini MV Kiriella	1
117	Kuruwita MMV Kuruwita	1
118	Dharmaloka MV Pelmadulla	1
119	Kumara Vidyalaya Ratnapura	1
120	Babarabotuwa MV Wewelwatta Ratnapura	1
121	Talduwa Buddhist MV Awissawella	1
122	Amithirigala MV Amithirigala	1
123	Waharaka MV	1
124	Ratnawali MV Mattamagoda Kannantota	1
125	Siriwardena MV Yatiyantota	1
126	Dedigama Perakumba MV	1
127	Galigamuwa MMV Galigamuwa New Town	1
128	Bandaranayake MV Hettimulla	1
129	Mabopitiya MV Mabopitiya Undugoda	1
130	Mahanaga MV Ranwala Kegalle	1
131	Swarnajayanthi MV Kegalle	1
132	Algama MMV Algama	1
133	Babul Hashin Muslim MV Warakapola	1
134	Dharmasiri Senanayake MV Thulhiriya	1
135	Siriniwasa MV Dorawaka	1
136	Rajagiri MV Dippitiya Aranayake	1
137	Baduriya Muslim MV Mawanella	1
138	Nagaragiri MV Hemmathagama	1
139	Asoka MV Kiriwellpitiya Rambukkana	1
140	Parakrama MV Rambukkana	1
141	Kularatne MMV Godakawela	1
142	Sri Sumana MV Ratnapura	1
143	Al Azar Muslim MV Hungama	
	Hemmathagama	1
	Total	49

09. Officers already in service are compulsory to submit their certified application through the head of their department under heading 13 of the application.

10. No consideration will be made with regard to applicants not participated on the precise date of the interview.

11. In addition, no certificate submitted after the date of the interview will be accepted.

12. Secretary of the Ministry of Education reserves the right to take the final decision to decide any particular fact not covered in this notification and to fill or not to fill a portion or all the vacancies.

W. M. BANDUSENA,
Secretary,
Ministry of Education.

At the Ministry of Education,
15th December, 2015.

SPECIMEN APPLICATION FORM

For office use

RECRUITMENT OF WESTERN MUSIC GRADUATES FOR WESTERN MUSIC
TEACHER VACANCIES IN GOVERNMENT SCHOOLS IN THE SRI LANKA
TEACHERS' SERVICE - 2015

01. Languages Medium (Write in the relevant cage)

Sinhala Medium - 2

Tamil Medium - 3

02.

	Serial No.	Province	Name of the School
1.			
2.			
3.			

(The three schools applied for as per the Schedule 2 and the applicable Serial No. to it should be written as per the preference order and this order will not be changed anyhow)

03. 3.1 Name in full (in block letters) : _____.

(Ex. : AMARAKOON MUDIYANSEALGE
NAMAL HERATH)

3.2 Last name at the beginning with initials of the other names at the end (in block letters) : _____.

04. National Identity Card No. :

05. Current address (in block letters) : _____.

(Admissions will be posted to this address)

06. 6.1 Sex :

(Female - 1, Male - 2)

(write in the relevant cage)

6.2 Marital Status :
(Married - 1, Unmarried - 2)
(Write in the relevant cage)

6.3 Date of Birth :

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Year

--	--

Month

--	--

Date

6.4 Age as at 14.01.2016 :

Years :

--	--

Months :

--	--

Days :

--	--

07. Details on Educational Qualifications :

G. C. E. (O/L) Examination		G. C. E. (A/L) Examination
Year :		Year :
Index No. :		Index No. :
1	5	
2	6	
3	7	
4	8	

08. Details on Higher Education Qualifications :

- 8.1 Degree : _____
8.2 University of issue : _____
8.3 Valid date of the degree
8.4 Subject/subjects undergone for degree
8.5 Medium of the degree

09. 09.1 Examination fee paid Rs. (in words) : _____
09.2 No. of the invoice : _____
09.3 Issuing office : _____
09.4 Date : _____

Keep a photocopy of the invoice with you.
Paste the invoice firmly from one side of the invoice here.

10. This is to state that the information submitted herewith are true to my knowledge. I am aware that I will be dismissed from service after selection if proved not suitable. Furthermore, I agree to abide by the rules and regulations enforced by the Commissioner General of Examinations with

regard to conducting the examination. No information in this will be changed later. In addition, I agree to abide by the rules and regulations enforced by the Commissioner General of Examinations with regard to conducting the examination and issuance of results.

Signature of the Applicant.

Date : _____.

11. Attesting the Signature of the Applicant :

I certify that Mr./Mr./Miss _____ forwarding this application is known to me personally, that he/she had placed his/her signature on _____ in my presence and has paid precise examination fee and pasted the relevant invoice as well.

Signature of the Attester.

Date : _____.

Name of the Attester: _____.

Designation : _____.

Address : _____.

12. If the applicant is a government servant, the certification of the Head of the Department :

The application of Mr./Mrs./Miss _____ is forwarded herewith. He/She is a permanent/temporary/causal servant of this ministry/department and he/she can be released/cannot be released from service if selected for this post.

Head of Department/Authorized Officer.

Date : _____.

Designation : _____.

Ministry/Department : _____.

(Confirm with the official stamp

01-83

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO CLASS III OF THE SRI LANKA EDUCATION ADMINISTRATIVE SERVICE

**By Order of the Public Service
Commission 2015 / 2016**

APPLICATIONS are called, on the direction of the Public Service Commission, from the following suitable officers for the limited competitive examination to fill existing 515 vacancies in Class III of the Sri Lanka Education Administrative Service. Applications prepared according to the format given at the end of this notice should be forwarded on or before the date given below to the Commissioner General of Examinations, Organizations

and Foreign Examinations Branch, Department of Examinations, Post Box 1503, Colombo, under registered cover. The top left hand corner of the envelope should clearly carry the words "Limited Competitive Examination for Recruitment to Class III of the Sri Lanka Education Administrative Service – 2015 / 2016". Further, the name of the examination should be written in Sinhala applications in addition to Sinhala in English, and in Tamil applications in addition to Tamil in English.

The closing date of applications: - 01.02.2016.

Note-No complaints shall be considered to the effect that an application or documents connected therewith were lost or delayed in the post. Any loss that may result by delaying the application to the last date will have to be borne by the applicant.

1. Method of Recruitment :

- (a) Qualified applicants from those who sat for all subjects shall be called for an interview for recruitment. Total number of applicants calling for the interview shall be equal to the number of vacancies and 50% thereof. Marks of the written examination shall not be given to the interview board. The criteria of marks for the interview have been given in the paragraph No. 10 of this notification. Existing number of vacancies in class III shall be filled according to the merits of total marks obtained for the written examination and the interview. The Public Service Commission has the right to fill all or a certain number of vacancies.

Selected applicants from the limited competitive examination shall be placed in Southern, Sabaragamuwa, Central, Wayamba, North Central, Uva, Eastern and Northern provinces to fill in following vacancies.

Subject	No. of Vacancies
General Carder	79
Sinhala	40
Tamil	41
English	37
Mathematics	25
Science	26
Commerce	15
Health Studies	38
Buddhism	23
Christianity	2
Hindu	3
Islam	2
Planning	31
Information Technology	10
Guidance and Counselling	8
Western Music	5
Arts	5
Dancing	7
Special Education	32
Primary Education	59
History	17
Agriculture	05
Home Science	04
Engineering Technology	02

2. Conditions of employment in the service :

- (i) Subject to the conditions set out in the service minute of the Sri Lanka Education Administrative Service published in the *Gazette* Extra-ordinary of the Democratic Socialist Republic of Sri Lanka No. 1928/28 dated 21.08.2015 and the amendments made thereafter to the said service minute, and subject to the general conditions governing appointments to the government service, the selected candidates shall be appointed to Class III of the service.
- (ii) This post is permanent and pensionable. Contributions have to be paid for the Widows'/Widowers' and Orphans' Pension (W&OP).
- (iii) Officers appointed to this post are subject to a probationary period of one year.
- (iv) If a person appointed to the General Cadre has not served as a principal of a government school for a minimum

period of 3 years prior to the appointment, she/he should, upon his appointment, serve a minimum period of 3 years as a principal of a government school. When the period of service is less than 3 years, the period that she/he has to serve as a principal shall be equal to the difference between her/his period of service and 3 years.

- (v) The officers appointed to the posts of class III shall be placed as per existing service requirements to the posts in the central government or provincial public service.

(vi)

Language	Expected Proficiency level
National Language	Officers who joined the service in a language other than an official language should obtain proficiency in one official language prior to be made permanent in the post
Other National Language	In accordance with the provisions of Public Administrative Circulars 01/2014 and circulars thereof, the level of proficiency in respect of the other language should be obtained
Link Language	Within three (3) years of the date of recruitment the proficiency in the link language (English Language) should be obtained. Annexure 7 of the service minute of Sri Lanka Education Administrative Service describes the relevant examination on link language. <i>Note:</i> If an officer has obtained a credit pass or above at G.C.E. (O/L) examination or being recruited to the administrative service in English medium she/he will be exempted from the requirement of link language.

(vii) The procedural rules of the Public Service Commission, Circulars issued from time to time governing the Public Service and the conditions of the Service Minute of the Sri Lanka Education Administrative Service with its amendments are applicable to this post.

3. *Salary Scale.*– This post is entitled to the salary scale SL-1-2006 Rs. 22,935 – 10 x 645 - 8 x 790 - 17 x 1050- Rs. 53,555 (monthly) in terms of the Public Administrative Salary Circular No. 6/2006.

4. Eligibility :

4.1. Teachers / Principals currently serving in government schools, government approved assisted schools and pirivena AND who have adequately satisfied following qualifications are eligible to appear the limited competitive examination.

4.1 *Educational Qualifications :*

(a) General Cadre :

- (i) A graduate teacher with a degree from a recognized university or the National Institute of Education, *OR*
- (ii) A teacher with the certificate of National Diploma in Teacher Training or Trained Teacher Certificate, *OR*
- (iii) An officer belongs to the Sri Lanka Principals' Service

(b) *Special Cadre :*

- (i) A graduate teacher with a degree from a recognized university for the relevant subject, *OR*
- (ii) A teacher with the certificate of National Diploma in Teacher Training or Trained Teachers' Certificate for the relevant subject, *OR*
- (iii) For Engineering technology under the technological stream, a teacher with the four year Higher National Diploma in Engineering (HNDE) offered by the Sri Lanka Institute of Advanced Technological Education *OR* three year National Diploma in Technology (NDT) offered by the University of Moratuwa, *OR* four year National Diploma on Engineering offered by Technical Training Institute in Katunayake, *OR* Diploma in Technology (DT) offered by Open University of Sri Lanka, *OR* having National Vocational Qualifications Level 6 (NVQ Level 6) offered by the institutions approved by Sri Lanka Tertiary and Vocational Training Commission.

5. *Experience :*

5.1. General Cadre

To apply under the General Cadre the applicant must be,

- (i) A graduate teacher with at least five (05) year recent active and satisfactory period of service with adequate teaching experience, *OR*
- (ii) A teacher with the certificate of National Diploma in Teacher Training *OR* Trained Teachers' certificate with at least seven (07) year recent active and satisfactory period of service and adequate teaching experience, *OR*
- (iii) A graduate teacher with a degree from a university approved by the University Grant Commission *AND* the certificate of National Diploma in Teacher Training *OR* Trained Teachers' certificate with at least five (05) year recent active and satisfactory period of service with adequate teaching experience, *OR*

- (iv) An officer belongs to Sri Lanka Principals' Service with five (05) year recent active and satisfactory period of service in a position related to the Sri Lanka Principals' Service.

5.2. Special Cadre

To apply under the Special Cadre the applicant must be -

- (i) A graduate teacher with at least five (05) year recent active and satisfactory period of service and adequate teaching experience in the relevant subject, *OR*
- (ii) A graduate teacher with a degree from a university approved by the University Grant Commission *AND* National Diploma in Teacher Training Certificate *OR* Trained Teachers' certificate for the relevant subject *AND* having at least five (05) year recent active and satisfactory period of service with adequate teaching experience in the subject applied for.
- (iii) A teacher with National Diploma in Teacher Training Certificate *OR* Trained Teachers' certificate in the relevant subject *AND* at least seven (07) year recent active and satisfactory period of service with adequate teaching experience for the subject applied.
- (iv) However, for Special Education /Technology / Physical Education and Western Music, in case of a teacher with the certificate of National Diploma in Teacher Training *OR* Trained Teachers' certificate with not less than seven (07) year period of service, she / he must possess at least three (03) year recent, active and satisfactory period of service after being appointed in the relevant subject/subject area.
- (v) For those who apply under the Engineering Technology category must have fulfilled relevant qualifications in Teacher Service with at least three (03) year recent, active and satisfactory period of service with adequate teaching experience in the subject applied for.

6. *Age Limit.*– Not more than fifty years (50) of age on the closing date of application

7. *Physical suitability.*– All applicants must be physically and mentally fit to serve and perform the duties attached to the post in any part of the island.

8. *Other Qualifications :*

- (i) No applicant is allowed to sit for the limited competitive examination more than (03) times and for both limited and open competitive examinations more than five (05) times.

- (ii) Each applicant must possess all prescribed qualifications to the given date as at this *Gazette* notification to be recruited to the Sri Lanka Education Administrative Service.
- (iii) Each applicant must have passed the first efficiency bar in the service she/he is being eligible to apply.
- (iv) The applicant should have been made permanent in the service she/he is being eligible to apply
- (v) A satisfactory period of service must have been completed in immediately preceding five (05) years.
- (vi) The applicant is considered to be having a satisfactory period of service if she/he has not undergone any punishment for an offence "except warnings" during this period. (No officer is deemed to be disqualified as a result of not obtaining salary increments only due to the failure of passing an examination in the service or a departmental examination)
- (vii) Any officer who has been interdicted by the closing date of applications is not qualified to apply for this examination.

9. Method of Application :

- (i) The Class III of the service consists of 'General' and 'Special' Cadres. In addition to the General Cadre, the candidates can also apply for the vacancies in the fields of the Special Cadre referred to in Paragraph iii (b) below. If applying under the Special Cadre, it is compulsory to fulfill the qualifications given in 4.1 (b) above and moreover, 1/3 of the total number of subjects offered for the degree should be relevant to the subject applied for.
- (ii) In the event of an applicant is selected for the General Cadre as well as for several subjects in the Special Cadre, the Public Service Commission has the right to decide the subject for which the recruitment is made.
- (iii) The subjects and the codes assigned to General and Special Cadres are given below. The subjects applied for and the codes assigned should be mentioned in the relevant cage in the application.

Code Number

(a) General Cadre	11
(b) Special Cadre	
Subject Area	
Sinhala	21
Tamil	22
English	23
Mathematics	24
Science	25
Commerce	26
Information Technology	27

Physical Education	28
Buddhism	29
Christianity	30
Hindu	31
Islam	32
Student Guidance and Counselling	33
Music	34
Dancing	35
Arts	36
Special Education	37
Planning	38
Primary Education	39
History	40
Agriculture	41
Home Science	42
Engineering Technology	43

N.B.— Except the qualifications given in 4.1(b), those who possess a Masters' or a Bachelors' degree in Special Education can also apply for the Special Education vacancies in limited cadre under the limited competitive examination.

Those who apply for the planning subject under special cadre should possess at least one of the following subject are as the main subject area of their degree.

- * Statistics
- * Mathematics
- * Management
- * Education, Principals and Comparative Education
- * Sociology
- * Biology
- * Physics
- * Economics

10. Method of Recruitment :

10.1. Written Examination :

10.1.1. This examination will be conducted by the Commissioner General of Examinations.

10.1.2. Syllabus:

The written examination comprises of (03) three papers. A 40% of minimum marks should be obtained to pass each paper.

1. Subject Number 01.— General Knowledge and Intelligence - Time One hour and thirty minutes, Marks (100)

The test on intelligence ascertains the applicant's power of logical thinking. The questions on general knowledge tests the applicant's knowledge on Political, Social, Cultural and Economic environment of Sri Lanka in which the applicant lives and works. Moreover, these questions will test her/his knowledge on the contemporary events that are nationally and

internationally significant as well as on the developments in science and technology. This paper consists of 60 questions of multiple-choice and short answer types. (All questions need to be answered)

2. *Subject Number 02.*– Comparative Education - Time One hour (Marks 100)

This paper expects the knowledge and comparative analysis of Education Policies of Sri Lanka, Decentralization of Power, recent trends in education as well as the education systems of other countries.

3. *Subject Number 03.*– Education Administration and Management - Time One hour (Marks 100)

Some circumstances that could occur in the field of education administration/ management will be presented and applicants' response in such events as well as her / his capability and capacity of conflict resolution will be tested.

10.2. *Viva Voce Test :*

- (i) An interview board appointed by the Public Service Commission will conduct a viva voce test to examine the knowledge and ability on teaching learning process, reasoning and problem solving and communication skills and personality of the applicants, who obtain necessary marks from written examination, using following criterion. Here, the maximum marks awarded will be twenty five (25).

<i>Subject Area</i>	<i>Maximum Marks</i>
Knowledge on teaching learning process	07
Reasoning and Problem Solving	07
Communication Skills	07
Personality	04
Total	25

- (ii) If the number of qualified applicants is not equal to the number given in paragraph 01 above, only qualified applicants will be called for the viva voce test.

- (iii) A general interview to ascertain applicant's qualifications will be held before the viva voce test and no marks will be awarded there. The applicants, who prove at the general interview that they have obtained all qualifications as per this *Gazette* Notification shall only be called for the viva voce test. If it is revealed that some applicants, who appear for the general interview, do not satisfy the necessary qualifications to be called for the viva voce test, no other applicants shall be called again in their place for the general interview.

10.3. *Releasing Examination results.*– According to 01) a. of this notification the list of selected applicants prepared

according to merits from both written examination and viva voce test will be sent to the Secretary, Public Service Commission. Thereafter, as directed by the Public Service Commission, the results will be either sent personally to the applicants or published on www.results.exams.gov.lk; the official website of the Department of Examinations for results release.

11. *Examination Conditions :*

- (i) The examination will be conducted in the Sinhala, Tamil and English media. A candidate can appear for the examination in only one language of her/his choice. All question papers have to be answered in the same medium. Candidates will not be permitted to change the medium of examination given in her/his application.
- (ii) The examination fee, which is Rs.1000/- could be paid at any post office in the island to the credit of Revenue Head 2003-02-13 of the Commissioner General of Examinations. A margin of the original receipt obtained in the candidate's own name should be firmly pasted to the place specified in the application form. It would be advisable to retain a photocopy of this receipt.
- (iii) The examination fees shall not be refunded for any reason.
- (iv) This examination will be held in Colombo. The date of the examination will be notified later.
- (v) Incomplete applications will be rejected without notice.

On the assumption that only those who fulfill necessary qualifications as per this *Gazette* Notification have applied for the examination, the applicants, who are below the specified age limit and submit their duly completed applications on or before the closing date of applications with the receipt of duly paid examination fees attached and include requested information such as medium of examination, the cadre applied, and completed the relevant grid of information with the recommendations of the Principal and the Head of the Department shall receive an admission card from the commissioner general of examinations.

Note: Entering to the examination hall will not be permitted without an admission card. Only an admission card with the attested signature of the candidate should be presented to the supervisor of the examination hall on the first day examination.

Issuing an admission card to a candidate for the examination should not be taken as an acknowledgement that the candidate has satisfied the qualifications required to sit for the examination.

- (vi) The application should be prepared on A4 paper of the size 22-29 cm. Headings 01 to 04 should be entered on the first page, 05 to 06 on the second page and the rest on page

three and four. The relevant particulars should be entered very clearly in candidate's own handwriting. Applications, which do not conform to the specimen application given at the end of this *Gazette* Notification and incomplete applications will be rejected without any notice. It would be advisable to retain a copy of the application. Further, the candidate should satisfy herself / himself that the completed application conforms to the specimen application before submitting. All applicants should thoroughly learn that the applications do not conform to the given specimen will be rejected.

(vii) Department of Examinations will publish a paper notification as soon as the admission cards are issued. If the admission card is not received by any of the applicants at least five (05) days prior to the date of examination, an inquiry should be made from the organizations and foreign examinations branch of the Department of Examinations in the manner stated in the paper notice. In the said inquiry, the name of the examination applied, full name of the applicant, national identity card number, and the address should be correctly mentioned. In case of the applicant lives outside Colombo, it is advisable to send the request by fax with the said details and a fax number of the applicant. In such cases, it is important to keep a copy of the application, a copy of the receipt of examination fees and the receipt of the registered post at hand to provide the details requested by the Department of Examinations.

(viii) The Commissioner General of Examinations has the power, with the approval of the Public Service Commission, to either postpone or cancel the examination.

(ix) Candidates would be subject to the rules and regulations enacted by the Commissioner General of Examinations in respect to the conduct of the examinations. If these rules are violated, candidates are bound to undergo any punishment imposed by the Commissioner General of Examinations.

(x) The identification of the candidate: All candidates should prove their identity to the satisfaction of the head of the examination hall. Only one of the following documents will be accepted for this purpose :

(i) The National Identity Card issued by the Department for the Registration of Persons.

(ii) A valid Passport

NB: - (a) No document or a copy thereof should be annexed to the application.

(b) The applications of candidates who fail to produce documents when requested to do so will not be considered.

(xi) If it is revealed that a candidate does not possess any of the required qualifications, the candidature can be annulled at any stage before, during or after the examination. If it comes to light that any fact presented is incorrect after

selection to the post or if any significant fact has been willfully suppressed, the person in question may be dismissed from the service.

(xii) Officers in the Public Service / Provincial Public Service should forward their applications through their heads of department / institution. It is essential that each candidate appearing the examination should get her / his signature attested by the head of the department / institution in which she / he serves.

(xiii) The final decision on any matter that does not include in this notice rests with the Public Service Commission.

12. In case of any discrepancy arises among the phrases of this notice, which is published in Sinhala, Tamil and English languages, the Sinhala notice will be considered as the correct one.

W. M. BANDUSENA,
Secretary,
Ministry of Education.

SPECIMEN APPLICATION FORM



(For office use only)

ශ්‍රී ලංකා අධ්‍යාපන පරිපාලන සේවයේ III ශ්‍රේණියට (සාමාන්‍ය සේවක සංඛ්‍යාවට/විශේෂ සේවක සංඛ්‍යාවට) බඳවා ගැනීමේ සීමිත තරඟ
විභාගය - 2015/2016

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE 111
(GENERAL / SPECIAL) OF THE SRI LANKA EDUCATION ADMINISTRATIVE
SERVICE - 2015 / 2016

(Submit to Zonal Director of Education in two copies.)

Medium of the Examination

Sinhala - 2

Tamil - 3

English - 4

(write relevant No. in the cage)

"Cadre" from which the candidate apply for the examination

Only the general cadre - 1

Only the special cadre - 2

For both general and special cadre - 3

(write relevant No. in the cage)

If the cadre applied for is in the special cadre, the serial number of the subject area should be indicated in the following table. (as per the *Gazette* Notification)

Name of the cadre	Name of the subject field	Serial No.
General	////////////////////	
Special		
Special		

01. 1.1 Name in Full (In block letters) : _____.
(Ex : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDENA)
1.2 Name with last name at the beginning and initials of other names at the end (In block letters) : _____.
(Ex : GUNAWARDENA, H.M.S.K.)
1.3 Name in Full (in Sinhala/Tamil) : _____.

- 2.0 2.1 Permanent Address (in block letters) : _____.
2.2 Personal Contact No. (if any) : _____.
2.3 Official Address (In block letters) : _____.
2.4 Official Contact No. (if any) : _____.
2.5 Permanent Address (in Sinhala/Tamil) : _____.
2.6 Address to which admissions should be posted (In block letters) : _____.

- 3.0 Sex :
Male - 0
Female - 1
(write relevant No. in the cage)

- 4.0 National Identity Card No. :

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- 5.0 5.1 Nationality :
Sinhala - 1
Tamil - 2
Indian Tamil - 3
Muslim - 4
Others - 5 (write relevant No. in the cage.)

- 5.2 Marital Status :
Unmarried - 1
Married - 2
(write relevant No. in the cage.)

- 5.3 Date of Birth :
Year : Month : Date :

- 5.4 Age as at 01.02.2016 :
Years : Months : Days :

- 6.0 Education Qualifications
(a) (i) Date on which the degree or other qualification was obtained : _____.
(Valid date)
(ii) Degree / Other Qualification (Name) : _____.
(iii) Main subjects been studied : _____.
(iv) University / Institution : _____.
(v) External / Internal : _____.
(b) (i) Date passed the postgraduate degree : _____.
(ii) Postgraduate degree : _____.
(iii) Subjects studied : _____.
(iv) University / Institution : _____.

- 7.0 (i) Date of first appointment in the Government Service as a teacher : _____.
(ii) Subject the said appointment was made to : _____.
(iii) Zone of Education serving at present : _____.
(iv) Period of service at 01.02.2016 :
Years.....Months.....Days

- 8.0 (i) Year of the teachers' training : _____.
(ii) Name of the National College of Education / Teachers' College : _____.
(iii) Date of Validity of the training certificate : _____.
(iv) Subject area trained : _____.
(v) Date of appointment for teaching the subject relevant to the training : _____.
(vi) Period of service from the said appointment to 01.02.2016 :
YearsMonthsDays.....

- 9.0 Have you been confirmed in the post you are serving at present ?
: _____.

- 10.0 Indicate the language medium in which you were qualified for entrance to Government service : _____.

- 11.0 Examination Fees :

Paste the invoice here by paying examination fees
(Keep a photocopy of the invoice)

12. Number of instances and years sat for limited and open competitive examinations :

Examination	Years	No: of occasions
Limited		
Open		

13. I do herewith state that the information furnished by me herewith are true to my knowledge and belief, and have affixed the invoice no:..... of paying the examination fees. In addition, I would herewith agree to act according to the examination regulations and adhere to the laws and regulations enforced by the Commissioner General of Examinations and if revealed disqualified according to the conditions of this examination, I agree to any decision taken to cancel my candidature before or at the time of the examination or any other. Furthermore, I do know that I will be dismissed from service even if I was revealed to have been disqualified after selected for this post.

Signature of the Applicant.

Date : _____.

Zonal Director of Education,

This is to certify Rev./Mr./Mrs./Miss
submitting this application is a teacher serving in my school.

Signature of the Principal.
(Place the official stamp)

Date : _____.

Commissioner General of Examinations,

This is to certify Rev./Mr./Mrs./Miss
submitting this application is a teacher of
the details furnished by him/her in the paragraphs from no: 5 to no:
13 are accurate as per his/her personal file in this office, and has
pasted the invoice paying the precise examination fee.

Zonal Director of Education /
Provincial Director of Education.
(Place the official stamp)

Date : _____.

01-266/1

THE COMPETITIVE EXAMINATION FOR RECRUITMENT TO CLASS III OF THE SRI LANKA EDUCATION ADMINISTRATIVE SERVICE ON THE BASIS OF SERVICE EXPERIENCE AND MERIT

By Order of the Public Service Commission - 2015 / 2016

APPLICATIONS are called, on the direction of the Public Service Commission, from following suitable officers on the service experience and merit base to fill existing 118 vacancies in the general cadre of Class III of the Sri Lanka Education Administrative Service. All applicants should possess required qualifications as per this notice up to the closing date of applications. Applications prepared according to the format given at the end of this notice should be forwarded on or before the date given below to the Commissioner General of Examinations, Organizations and Foreign Examinations Branch, Department of Examinations, Post Box 1503, Colombo, under registered cover. The top left hand corner of the envelope should clearly carry the words "Competitive Examination for Recruitment to the Class III of the Sri Lanka Education Administrative Service on Service Experience and Merit Base - 2015/2016". Further, the name of the examination should be written in Sinhala applications in addition to Sinhala in English, and in Tamil applications in addition to Tamil in English.

The closing date of applications: - 01.02.2016.

Note-No complaints shall be considered to the effect that an application or documents connected therewith were lost or delayed in the post. Any loss that may result by delaying the application until the closing date will have to be borne by the applicant.

1. Method of Recruitment :

- (a) From those applicants, who have passed both papers at the written examination, a number of applicants equal to the number of vacancies available shall be called for an interview, according to the order of merits as per aggregate marks obtained for both written examination and service experience, and the selections shall be made after examining their qualifications. Public Service Commission shall decide the date of commencement of appointment and the number of appointments that will be made. The Public Service Commission has the right to fill all or a certain number of vacancies.
- (b) If any candidate called for the interview to examine the qualifications will be unable to prove required qualifications as per this notice, the next eligible candidate in the list as per order of merit shall be called for the interview.

2. Conditions of employment in the service :

- (i) Subject to the conditions set out in the service minute of Sri Lanka Education Administrative Service published in the *Gazette* Extra-ordinary of the Democratic Socialist Republic of Sri Lanka No. 1928/28 dated 21.08.2015 and the amendments made thereafter to the said service minute, and subject to the general conditions governing appointments to the government service, the selected candidates shall be appointed to Class III of the Sri Lanka Education Administrative Service.
- (ii) This post is permanent and pensionable. Contributions have to be paid for the Widows'/Widowers' and Orphans' Pension (W&OP).
- (iii) Officers appointed to this post are subject to a probation period of one (1) year.

(iv)

Language	Expected Proficiency level
National Language	Officers who joined the service in a language other than an official language should obtain proficiency in one official language prior to be made permanent in the post
Other National Language	In accordance with the provisions of Public Administrative Circulars 01/2014 and circulars thereof, the level of proficiency in respect of the other language should be obtained

Language	Expected Proficiency level
Link Language	Within three (3) years of the date of recruitment the proficiency in the link language(English Language) should be obtained. Paragraph No. 7 describes the relevant examination on link language. <i>Note:</i> If an officer has obtained a credit pass or above at G.C.E. (O/L) examination or being recruited to the service in English medium she/ he will be exempted from the requirement of link language.

(v) The procedural rules of the Public Service Commission, Circulars issued from time to time governing the Public Service and the conditions of the Service Minute of the Sri Lanka Education Administrative Service, amendments made to the said service minute thereafter, and amendments that will be made from time to time are applicable to this post.

(vi) The officers appointed to the posts of class III in the Sri Lanka Education Administrative Service shall be placed as per existing service requirements to the posts of general cadre in the central government or provincial public service.

3. *Salary Scale.*– This post is entitled to the salary scale SL-1-2006 Rs. 22,935 - 10 x 645 - 8 x 790 - 17 x 1050- Rs. 53,555 (monthly) in terms of the Public Administrative Salary Circular No. 6/2006.

4. *Eligibility.*– An officer in grade I of the Sri Lanka Principals' Service at present with the following qualifications shall be eligible to sit for the examination, to be appointed on the service experience and merit base.

- Having completed a minimum of 03 year period of service in grade I of the Sri Lanka Principals' Service. (The service period of 03 years shall be counted up to the closing date of applications)
- Having confirmed in Sri Lanka Principals' Service.
- Having passed or released from efficiency bar examinations pertaining to Sri Lanka Principals' Service.
- Having completed an active and satisfactory period of service.

Note : Any officer who has been interdicted by the closing date of applications is not qualified to apply for this examination. Candidates would be subject to the rules and regulations imposed by the Commissioner General of Examinations in respect to the conduct of the examinations. If these rules are violated, candidates are bound to undergo any punishment imposed by the Commissioner General of Examinations.

5. Suitability :

5.1. Physical Suitability :

- All applicants must be fit to serve in any part of the island, and
- should be physically and mentally sound to perform the duties attached to the post

5.2. (i) Applicants must be citizens of Sri Lanka

(ii) Applicants must possess an exemplary character and good conduct

(iii) No applicant can sit for the examination for service experience and merit base more than three times and for both limited competitive examination and examination for service experience and merit base more than five times

(iv) Each applicant must possess all prescribed qualifications as at this notice to the closing date of applications to sit for the competitive examination for service experience and merit base to be recruited to the Sri Lanka Education Administrative Service.

6. *Age Limit.*– Not more than fifty five years (55) of age on the closing date of applications

7. Method of Recruitment :

7.1. *Written Examination.*– This examination will be conducted by the Commissioner General of Examinations.

7.1.1. Syllabus: The written examination consists of two papers. 40% of Marks should be obtained to pass each paper.

1. Subject Number 01: Comparative Education - Time One hour (Marks 100)

This paper expects the knowledge and comparative analysis of Education Policies of Sri Lanka, recent programmes on education development and international trends in education. This paper consists of 50 multiple choice type and short answer type questions, all questions must be answered.

2. Subject Number 02: Case Study on Education - Time One hour (Marks 100)

A number of cases that could occur in the field of education administration/ management will be presented and applicants' response in such events as well as her/ his capability and capacity of conflict resolution will be tested. All questions must be answered.

7.2. Method of Awarding Marks for Service Experience :

After deducting the prescribed three year (3) period of service given as basic qualifications required for the recruitment, in addition to said compulsory period of

service, for all active and satisfactory period of service in the grade I of Sri Lanka Principals' Service, 03 marks per each year will be awarded subject to a maximum of 60 marks for service experience (marks will be awarded only for a complete year)

7.3. General Interview :

This is to examine if the applicant has fulfilled necessary qualifications required for recruitment as per this notification of recruitment.

- (i) Only a number of candidates equal to the number of vacancies available shall be called as per respective merit levels of the total marks obtained for service experience and written examination, for the interview of examining the qualifications.
- (ii) If any vacancy occurs / vacancies occur due to, an applicant / a number of applicants called for the interview has / have not fulfilled required qualifications, the said number of vacancies shall be filled from the next candidates in the merit list as per order of merit.
- (iii) If there is more than one candidate with equal marks at cut off points, the Public Service Commission shall take a decision with regard to such situations.
- (iv) Eligibility of candidates shall be examined by a board of interview appointed by the Public Service Commission and no marks will be awarded.

8. *Releasing Examination results.* – According to 1.a and 1.b of this notice the list of selected applicants prepared according to the merits as per the total marks obtained for both written examination and service experience shall be sent to the Secretary, Public Service Commission. Thereafter, as directed by the Public Service Commission, the results will be either sent personally to the applicants or published on the department of examination's web site www/results.exams.gov.lk.

9. Conditions of Examination :

- (i) The examination will be conducted in the Sinhala, Tamil and English media. A candidate can appear for the examination in only one language of her/his choice. All question papers have to be answered in the same medium. Candidates will not be permitted to change the medium of the examination given in her/his application.
- (ii) The examination fee is Rs.1000/- . The examination fee can be paid at any post office or divisional secretariat in the island to the credit of Revenue Head 2003-02-13 of the Commissioner General of Examinations. A margin of the original receipt obtained in the candidate's own name should be firmly pasted to the place specified in the application form. It would be advisable to retain a photocopy of this receipt with applicant.

(iii) The examination fees shall not be refunded for any reason.

(iv) This examination will be held in Colombo. The date of the examination will be notified later.

(v) Incomplete applications will be rejected without notice. On the assumption that only those who fulfill necessary qualifications as per this *Gazette* notification have applied for the examination, the applicants who are below the specified age limit and submit their duly completed applications before the closing date of applications with the receipt of the duly paid examination fees attached and complete with requested information of medium of examination, the cadre applied, and the relevant grid of details with the recommendations of the Principal and the Head of the Department shall receive an admission card from the commissioner general of examinations.

Note: Entering to the examination hall will not be permitted without an admission card. Only an admission card with the attested signature of the candidate should be presented to the supervisor of the examination hall on the first day examination. The issue of an admission card for the examination to a candidate should not be taken as an acknowledgement that the candidate has satisfied the qualifications to appear for the examination.

(vi) The application should be prepared on either side of A4 paper of the size 22-29 cm. Headings 01 to 03 should be entered on the first page, and the rest on the second and third pages. The relevant particulars should be entered very clearly in candidate's own handwriting. Applications which do not conform to the specimen application given at the end of this *Gazette* notification and incomplete applications will be rejected without any notice. It would be advisable to retain a copy of the application. Further, the candidate should satisfy herself / himself that the completed application conforms to the specimen application. All applicants should thoroughly know that the application do not conform to the specimen will be rejected.

(vii) Department of Examinations will publish a paper notification as soon as the admission cards are issued. If the admission card is not received by any of the applicant at least five (05) days prior to the date of examination, an inquiry should be made from the organization and foreign examinations branch of the Department of Examinations in the manner stated in the paper notice. In the said inquiry, the name of the examination applied, full name of the applicant, national identity card number, and the address should be correctly mentioned. In case of the applicant lives outside Colombo, it is advisable to send the request by fax with the said details and a fax number of the applicant. In such cases, it is advisable to keep a copy of the application, a copy of the receipt of examination fees,

the receipt of the registration of post at hand to provide the details requested by the Department of Examinations.

SPECIMEN APPLICATION

(For Office Use Only)

(viii) The Commissioner General of Examinations has the power, with the approval of the Public Service Commission, to either postpone or cancel the examination.

(ix) Candidates would be subject to the rules and regulations enacted by the Commissioner General of Examinations in respect to the conduct of the examinations. If these rules are violated, candidates are bound to undergo any punishment imposed by the Commissioner General of Examinations.

(x) The identification of the candidate: All candidates should prove their identity to the satisfaction of the head of the examination hall. Only one of the following documents will be accepted for this purpose.

(i) The National Identity Card issued by the Department for the Registration of Persons.

(ii) A valid Passport

NB: - (a) No document or a copy thereof should be annexed to the application.

(b) The applications of candidates who fail to produce documents when requested to do so will not be considered.

(xi) If it is revealed that a candidate does not possess the required qualifications, the candidature can be annulled at any stage before, during or after the examination. If it comes to light that any fact presented is incorrect after selection to the post or if any significant fact has been willfully suppressed, the person in question may be dismissed from the service.

(xii) Officers in the Public Service / Provincial Public Service should forward their applications through the heads of their departments / institutions.

(xiii) The final decision on any matter that does not include in this notice rests with the Public Service Commission.

10. In case of any discrepancy arises among the phrases of this notice, which is published in Sinhala, Tamil and English languages, the Sinhala notice will be considered as the correct one.

W. M. BANDUSENA,
Secretary,
Ministry of Education.

18th December, 2015.

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COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE 111 OF THE SRI LANKA EDUCATION ADMINISTRATIVE SERVICE ON THE BASIS OF SERVICE EXPERIENCE AND MERIT- 2015 / 2016

Medium of the Examination :

Sinhala - 2
Tamil - 3
English - 4 (Indicate in the relevant cage)

01. 1.1 Name in Full (In Block Letters) : _____.
(Ex. : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDENA)

1.2 Name with last name at the beginning and initials of other names at the end (In Block Letters) : _____.
(Ex : GUNAWARDENA, H.M.S.K.)

1.3 Name in Full (In Sinhala/ Tamil) : _____.

02. 2.1 Present place of work and official address (In Block Letters) : _____.

2.2 Personal Address (In Block Letters) : _____.

2.3 Personal Contact No (If any) : _____.

2.4 Address to which the admissions should be sent (In Block Letters) : _____.

03. 3.1 Sex :

Male - 0
Female - 1

(Indicate in the relevant cage.)

3.2 Ethnic :

Sinhala - 1
Tamil - 2
Indian Tamil - 3
Muslim - 4
Other - 5

(Indicate in the relevant cage.)

3.3 National Identity Card No:

04. 4.1 Date of Birth

Year : Month : Date :

4.2 Age as at 01.02.2016

Years : Months : Days :

4.3 Marital Status

Unmarried - 1
Married - 2

(Indicate in the relevant cage.)

05. Service Particulars -

5.1 Post and date of appointment of the first appointment : _____.

5.2 Present Provincial office of Education/Zonal office of Education : _____.

5.3 Date of Appointment to class I of Principals' Service : _____.

06. Education Qualification : _____.

07. Professional Qualification : _____.

08. Details on the training courses participated : _____.

09. Details of any type of penalties (other than advises) imposed for an offence committed during the immediate five years prior to the closing date of the applications : _____.

10. 10.1 Whether all the salary increments have been earned during the immediate five years prior to the closing date of the application? : _____.

10.2 If not earned, reasons for such : _____.

11. Present situation of any disciplinary inquiry if being conducted against you : _____.

12. Details of no pay or half pay leave taken during the immediate posts five years : _____.

13. Examination Fees :

Affix the invoice of Rs. 1,000/- paid as examination fees.
(Keep a photocopy of the invoice)

I do hereby state that I am eligible to be considered for the promotion on the basis of service experience and merit to Sri Lanka Education Administrative Service as per the particulars furnished above and certify that the particulars furnished by me herewith are true and accurate. In addition, I agree to adhere to the laws and regulations imposed by the Commissioner General of Examinations with regard to conducting the examination.

_____,
Signature of the Applicant.

Date : _____.

Commissioner General of Examinations,

This is to certify the particulars of service stated from 05 to 12 above are accurate as per the personal file, and do certify that the invoice obtained by paying the examination fee of Rs. 1000/- has been affixed herewith.

_____,
Provincial Secretary of Education/
Provincial Director of Education/
Zonal Director of Education.
(official Stamp to be placed)

Date : _____.

01-266/3

**OPEN COMPETITIVE EXAMINATION FOR
RECRUITMENT TO CLASS III OF THE SRI LANKA
EDUCATION ADMINISTRATIVE SERVICE**

By Order of the Public Service Commission 2015/2016

APPLICATIONS are called, on the direction of the Public Service Commission, from the following suitable officers for the open competitive examination to fill existing 219 vacancies in the general cadre and special cadre in Information Technology, Bio Systems Technology and Engineering Technology in Class III of the Sri Lanka Education Administrative Service. All applicants must possess the qualifications as per this *Gazette* notice as at the closing date of applications. Applications prepared according to the format given at the end of this notice should be forwarded on or before the date given below to the Commissioner General of Examinations, Organizations and Foreign Examinations Branch, Department of Examinations, Post Box 1503, Colombo, under registered cover. The top left hand corner of the envelope should clearly carry the words "Open Competitive Examination for Recruitment to Class III of the Sri Lanka Education Administrative Service - 2015/2016". Further, the name of the examination should be written in Sinhala applications in addition to Sinhala in English, and in Tamil applications in addition to Tamil in English.

The closing date of applications: - 01.02.2016.

Note.-No complaints shall be considered to the effect that an application or documents connected there with were lost or delayed in the post. Any loss that may result by delaying the application to the last date will have to be borne by the applicant.

1. *Method of Recruitment :*

(a) Qualified applicants from those who sat for all four papers shall be called for the viva voce examination for recruitment. From the applicants who score minimum marks of 40% to each paper, total number of applicants calling for the interview shall be equal to the number of vacancies and 25% thereof. Marks of the written examination shall not be given to the viva voce Panel. The criteria of marks for the interview have been given in the paragraph No 9.2 of this notification. Existing number of vacancies in class III shall be filled according to the merits of total marks obtained for the written examination and the interview. The Public Service Commission has the right to fill all or a certain number of vacancies.

Selected applicants from the open competitive examination shall be placed in Southern, Sabaragamuwa, Central, Wayamba, North Central, Uva, Eastern and Northern provinces to fill in following vacancies.

Subject	No of Vacancies
General Carder	197
Information Technology	11
Engineering Technology	06
Bio Systems Technology	05

2. Conditions of employment in the service :

- Subject to the conditions set out in the service minute of Sri Lanka Education Administrative Service published in the *Gazette Extra-ordinary* of the Democratic Socialist Republic of Sri Lanka No 1928/28 dated 21.08.2015 and the amendments made thereafter to the said service minute, and subject to the general conditions governing appointments to the government service, the selected candidates shall be appointed to Class III of the service.
- This post is permanent and pensionable. Contributions have to be paid for the Widows'/Widowers' and Orphans' Pension (W&OP).
- Officers appointed to this post are subject to a probation period of three (03) years.

(iv)

Language	Expected Proficiency level
National Language	Officers who joined the service in a language other than an official language should obtain proficiency in one official language prior to be made permanent in the post
Other National Language	In accordance with the provisions of Public Administrative Circulars 01/2014 and circulars thereof, the level of proficiency in respect of the other language should be obtained
Link Language	Within three (3) years of the date of recruitment the proficiency in the link language (English Language) should be obtained. Annexure 7 of the service minute of Sri Lanka Education Administrative Service describes the relevant examination on link language. Note. – If an officer has obtained a credit pass or above at G.C.E. (O/L) examination or being recruited to the administrative service in English medium she/he will be exempted from the requirement of link language.

- The procedural rules of the Public Service Commission, Circulars issued from time to time governing the Public Service and the conditions of the Service Minute of the Sri Lanka Education Administrative Service, amendments made to the said service minute thereafter, and amendments that will be made from time to time are applicable to this post.

- The officers appointed to the posts of class III shall be placed as per existing service requirements to the posts in the central government or provincial public service.

3. *Salary Scale.* – This post is entitled to the salary scale SL-1-2006 Rs. 22,935 - 10 x 645 - 8 x 790 - 17 x 1050-53,555/- (monthly) in terms of the Public Administrative Salary Circular No 6/2006

4. Educational Qualifications :

- General Cadre**
A graduate with a degree from a university recognized by the University Grants Commission,
- Special Cadre (Information Technology and Bio Systems Technology).**
 - A degree from a university recognized by the University Grant Commission for information technology
 - Under technological stream, for bio systems technology, a degree in agriculture from a university recognized by the University Grant Commission.
- Special Cadre (Engineering Technology)**
The degree in Civil, Mechanical, Electrical or Electronics Engineering from a university recognized by the university grant Commission *OR* the four year Higher National Diploma in Engineering offered by the Sri Lanka Institute of Advanced Technological Education (HNDE) *OR* the four year diploma in Engineering Science (NDES) awarded by the Institute of Engineering Technology, Katunayake.

5. *Age Limit.* – Not less than twenty two years (22) of age and not more than thirty years (30) of age on the closing date of application.

6. *Physical suitability.* – All applicants must be physically and mentally fit to serve and perform the duties attached to the post in any part of the island.

7. Other Qualifications :

- Applicants must be citizens of Sri Lanka
- Applicants must possess an exemplary character and good conduct
- An applicant can sit for the open competitive examination only two (2) times maximum.
- Each applicant must possess all prescribed qualifications as at this notice to the closing date applications as given in this *Gazette* notification to be recruited to the Sri Lanka Education Administrative Service.

8. Method of Application :

- In addition to the General Cadre, the candidates can also apply for the vacancies in the fields of the Special Cadre referred to in Paragraph iii (b) below. If applying under the Special Cadre, it is compulsory to fulfill the qualifications

given in **4 (b) and (C)** above and moreover, 1/3 of the total number of credits offered for the degree should be relevant to the subject applied for.

ii. In the event of an applicant is selected for the General Cadre as well as for several subjects in the Special Cadre, the Public Service Commission has the right to decide the subject for which the recruitment is made.

iii. The subjects and the codes assigned to General and Special Cadres are given below. The subjects applied for and the codes assigned should be mentioned in the relevant cage in the application.

Code Number

(a) General Cadre	11
(b) Special Cadre	
Subject Area	
Information Technology	27
Engineering Technology	43
Bio Systems Technology	44

9. Method of Recruitment :

9.1 Written Examination :

9.1.1 This examination will be conducted by the Commissioner General of Examinations

9.1.2 Syllabus:

The written examination comprises of (04) four papers. A 40% of minimum marks should be obtained to pass each paper.

1. **Subject No 01.** Comprehension - Marks 100 - time one hour

The candidates will be given a set of short passages. In case of some of the passages, the candidate will be presented with a set of alternative statements, one of which fits the content of the passage best. The candidate would be required to pick the most appropriate statement. These questions will be set to test the manner in which the candidate is able to grasp the meaning of all such passages given. This question paper contains compulsory questions. (All questions must be answered)

2. **Subject Number 02:** Intelligence Test - Time One hour, Marks (100)

The test on intelligence ascertains the applicant's power of logical reasoning. This paper consists of 50 multiple-choice and short answer type questions. (All questions must be answered)

3. **Subject Number 03:** General Knowledge - Time One hour (Marks 100)

The question paper tests the candidate's awareness of the environment in which she/he lives and works

including the political, social, and cultural environment and the education system in Sri Lanka and the current matters of national and international importance as well as scientific and technological development. This paper consists of 50 multiple-choice and short answer type questions. (All questions must be answered)

4. **Subject Number 04:** Essay and Precis - Time One hour and thirty minutes (Marks 100)

Current topics will be given for constructing the essay. The question paper will be designed to measure the ability of candidate to incorporate appropriate contents, the way he organizes them, the style of its presentation and the language she / he uses and her/ his general knowledge and intelligence as well as power of thinking and expressing ideas. Special attention is given to clear and methodical presentation of essay.

It is expected to summarizing one or more passages given in making the precis.

9.2 Viva Voce Test :

(i) A panel appointed by the Public Service Commission will conduct the viva voce test to examine the knowledge and ability on teaching learning process, reasoning and problem solving and communication skills and personality of the applicants, who obtain necessary marks from written examination, using following criterion. Here, the maximum marks awarded will be twenty five (25).

Subject Area	Maximum Marks
Knowledge on teaching learning process	04
Reasoning and Problem Solving	08
Communication Skills	08
Personality	05
Total	25

(ii) If the number of qualified applicants is not equal to the number given in paragraph 01 above, only qualified applicants will be called for the viva voce test.

(iii) A general interview to ascertain applicant's qualifications will be held before the viva voce test and no marks will be awarded there. The applicants, who prove at the general interview that they have obtained all qualifications as per this *Gazette* notification shall only be called for the *viva voce test*. If it is revealed that some applicants, who appear for the general interview, do not satisfy the necessary qualifications to be called for the viva voce test, no other applicants shall be called again in their place for the general interview.

9.3 Releasing Examination results :

According to 01) a. of this notification the list of selected applicants prepared according to merits from both written examination and viva voce test will be sent to the Secretary,

Public Service Commission. Thereafter, as directed by the Public Service Commission, the results will be either sent personally to the applicants or published on www.results.exams.gov.lk; the official website of the Department of Examinations for results release.

10. *Examination Conditions :*

- (i) The examination will be conducted in the Sinhala, Tamil and English media. A candidate can appear for the examination in only one language of her/his choice. All question papers have to be answered in the same medium. Candidates will not be permitted to change the medium of examination in her/his application later.
- (ii) The examination fee, which is Rs.1000/- could be paid at any post office or divisional secretariat in the island to the credit of Revenue Head 2003-02-13 of the Commissioner General of Examinations. A margin of the original receipt obtained in the candidate's own name should be firmly pasted to the place specified in the application form. It would be advisable to retain a photocopy of this receipt.
- (iii) The examination fees shall not be refunded for any reason.
- (iv) This examination will be held in Colombo. The date of the examination will be notified later.
- (v) Incomplete applications will be rejected without notice.

On the assumption that only those who fulfill necessary qualifications as per this *Gazette* notification have applied for the examination, the applicants, who are below the specified age limit and submit their duly completed applications on or before the closing date of applications, with the receipt of duly paid examination fees attached, and included requested information such as medium of examination, the cadre applied, and completed the relevant grid of information with applicant's signature attested and if applicable with the recommendations of them Head of the Department, shall receive an admission card from the commissioner general of examinations.

Note: Entering to the examination hall will not be permitted without an admission card. Only an admission card with the attested signature of the candidate should be presented to the supervisor of the examination hall on the first day examination.

Issuing an admission card to a candidate for the examination should not be taken as an acknowledgement that the candidate has satisfied the qualifications required to sit for the examination.

- (vi) The application should be prepared on either side of A4 paper of the size 22-29 cm. Headings 01 to 04 should be entered on the first page, 05 to 06 on the second page and the rest on page three and four. The relevant particulars should be entered very clearly in candidate's own

handwriting. Applications, which do not conform to the specimen application given at the end of this *Gazette* notification and incomplete applications will be rejected without any notice. It would be advisable to retain a copy of the application. Further, the candidate should satisfy herself / himself that the completed application conforms to the specimen application before submitting. All applicants should thoroughly learn that the applications do not conform to the given specimen will be rejected.

- (vii) Department of Examinations will publish a paper notification as soon as the admission cards are issued. If the admission card is not received by any of the applicants at least five (05) days prior to the date of examination, an inquiry should be made from the organizations and foreign examinations branch of the Department of Examinations in the manner stated in the paper notice. In the said inquiry, the name of the examination applied, full name of the applicant, national identity card number, and the address should be correctly mentioned. In case of the applicant lives outside Colombo, it is advisable to send the request by fax with the said details and a fax number of the applicant. In such cases, it is important to keep a copy of the application, a copy of the receipt of examination fees and the receipt of the registered post at hand to provide the details requested by the Department of Examinations.
 - (viii) The Commissioner General of Examinations has the power, with the approval of the Public Service Commission, to either postpone or cancel the examination.
 - (ix) Candidates would be subject to the rules and regulations enacted by the Commissioner General of Examinations in respect to the conduct of the examinations. If these rules are violated, candidates are bound to undergo any punishment imposed by the Commissioner General of Examinations.
 - (x) The identification of the candidate: All candidates should prove their identity to the satisfaction of the head of the examination hall. Only one of the following documents will be accepted for this purpose.
 - i. The National Identity Card issued by the Department for the Registration of Persons.
 - ii. A valid Passport
- NB:** - (a) No document or a copy thereof should be annexed to the application.
- (b) The applications of candidates who fail to produce documents when requested to do so will not be considered.
- (xi) If it is revealed that a candidate does not possess any of the required qualifications, the candidature can be annulled at any stage before, during or after the examination. If it comes to light that any fact presented is incorrect after selection to the post or if any significant fact has been willfully suppressed, the person in question may be dismissed from the service.

Applicants should get their signature attested in both application and admission card for the examination. An applicants who is already in the public service should get her /his signature attested by her /his head of the department or a delegated officer by the said department head, and other applicants from a head of a government school, a Grama Niladhari of the division, justice of peace, a commissioner for oath, a lawyer, notary public, a commissioned officer in the three armed forces, or an permanent executive officer from government or provincial public service who draws an annual salary more than Rs. 240,360.

(xii) The final decision on any matter that does not include in this notice rests with the Public Service Commission.

11. In case of any discrepancy arises among the phrases of this notice, which is published in Sinhala, Tamil and English languages, the Sinhala notice will be considered as the correct one.

W. M. BANDUSENA,
Secretary,
Ministry of Education.

18th December, 2015.

SPECIMEN APPLICATION

(For office use only)

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OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO CLASS III OF THE SRI LANKA EDUCATION ADMINISTRATIVE SERVICE - 2015 / 2016

Medium of the Examination :

Sinhala - 2
 Tamil - 3
 English - 4 (Indicate in the relevant cage)

"Cadre" from which the candidate apply for the examination

Only the general cadre - 1
 Only the special cadre - 2
 For both general and special cadre - 3
 (Indicate in the relevant cage)

If the cadre applied for is in the special cadre, the serial number of the subject area should be indicated in the following table. (as per the Gazette notification)

Name of the cadre	Name of the subject field	Serial No.
General	////////////////////	
Special		
Special		

01. 1.1 Name in Full (In block letters) :_____
 (Ex : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDENA)
 1.2 Name with last name at the beginning and initials of other names at the end (In block letters) :_____
 (Ex : GUNAWARDENA, H.M.S.K.)
 1.3 Name in Full (In Sinhala/Tamil) :_____.

2.0 2.1 Permanent Address (in block letters) :_____
 2.2 Personal Address (Sinhala/Tamil) :_____
 2.3 Address to which the admissions should be sent (In block letters) :_____
 2.4 Personal Contact No. (if any) :_____.

3.0 Sex :

Male - 0
 Female - 1
 (Indicate in the relevant cage)

4.0 National Identity Card No. :

5.0 5.1 Ethnicity :

Sinhala - 1
 Tamil - 2
 Indian Tamil - 3
 Muslim - 4 (Indicate in the relevant cage)
 Others - 5

5.2 Marital Status :

Unmarried - 1
 Married - 2 (Indicate in the relevant cage)

5.3 Date of Birth :

Year : Month : Date :

5.4 Age as at 01.02.2016 :

Years : Months : Days :

6.0 Medium of language in which the examination written to be eligible for this post :_____.

7.0 Education Qualifications :

7.1 Date qualified for the degree or other qualifications : _____.

7.2 University / Institution :_____.

7.3 Registered No. of the University / Institution :_____.

7.4 External / Internal :_____.

7.5 Degree / Other Qualifications :_____.

7.6 Subjects :_____.

7.7 Class :_____.

7.8 Upper / Lower :_____.

7.9 Examination No. :_____.

7.10 Medium of Language sat for the examination :_____.

8.0 Indicate whether appeared the Open competitive Examinations for the recruitment to class III of Sri Lanka Education Administrative Service conducted in years 2010, 2013 (Tick off (✓) where necessary) :

Year	Yes	No
2010		
2013		

9.0 Examination Fees :

Paste the invoice hereby paying examination fees
(keep a photocopy of the invoice)

10. I do herewith state that the information furnished by me herewith are true to my knowledge and belief, and have affixed the invoice No. of paying the examination fees. In addition, I would herewith agree to act according to the examination regulations and adhere to the laws and regulations enforced by the Commissioner General of Examinations and if revealed disqualified according to the conditions of this examination, I agree to any decision taken to cancel my candidature before or at the time of the examination or any other. Furthermore, I do know that I will be dismissed from service even if I was revealed to have been disqualified after selected for this post.

_____,
Signature of the Applicant.

Date : _____.

Certification of the Signature :

This is to certify Rev./ Mr./ Mrs./ Miss/ signed herewith and resided at is personally known to me, and he/ she placed her signature before me, after pasting the invoice herewith.

_____,
Signature of the Attester.
(Place the Official Stamp)

Date : _____.
Name : _____.
Designation : _____.
Address : _____.

Certification of the Head of the Institution :

(Only for candidates engaged in government / provincial government / government corporations service) :

I, do herewith recommend and submit the application of Mr./ Mrs./ Miss. serving as a at the Ministry / Department /

Institution of Necessary actions to release from the service of this institution can be taken if selected for this post.

_____,
Signature of the Head of the Institution.

Date : _____.
Name : _____.
Designation : _____.
Address : _____.
(Place the official stamp)

01-266/2

FIRST EFFICIENCY BAR EXAMINATION FOR OFFICERS IN CLASS III OF THE SRI LANKA EDUCATION ADMINISTRATIVE SERVICE – 2015

IT is hereby notified that the First Efficiency Bar Examination for officers in class III in the Sri Lanka Education Administrative Service will be held in 2016 April in Colombo.

02. The Syllabus and other provisions relating to this Examination have been published in the *Gazette* Extra Ordinary of the Democratic Socialist Republic of Sri Lanka bearing No. 1225/32 dated 01.03.2002. The syllabus and other provisions are indicated below for convenience.

Examination Procedure :

(a) The first Efficiency Bar Examination will consist of the following subjects.

Subject Number 01	General Administration – Constitution of Sri Lanka. Provisions of the Establishments Code and other regulations of the government.
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Subject Number 02	Finance
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Subject Number 03	Education, Educational Law, Administration and Supervision
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(b) An Officer may take up the subjects of the 1st Efficiency Bar Examination on one and the same occasion or on separate occasions.

(c) Each paper will be of 3 hour duration.

03. *Syllabus of Examination :*

(01) General Administration

(a) The Ceylon Government Order in Council, 1946 and 1947 (Chapter 973)

The Citizenship Act, No. 18 of 1948 (Chapter 349)
The Constitution Adopted and Enacted on 22nd May 1972
Registration of persons eligible to vote – Act, No. 44 of 1980
Parliamentary Elections Act, No. 19 of 1981
Referendum Act, No. 07 of 1981
Presidential Elections Act, No. 15 of 1981
The Constitution of the Democratic Socialist Republic of Sri Lanka.

(b) *Office and Field Organization and Methods :*

The Establishments Code and other Government Regulations
Chapters I, II, III, IV, V, VI, VII, IX, X, XI, XVI, XXV, XXVI, XXVII, XXIX, XXXI, XXXII, XXXIII, XLVII, XLVIII of the Establishments Code.

(02) *Finance :*

- (a) The Financial Regulations of the Government – Part I (Except Chapter I)
- (b) The Estimates of Revenue and Expenditure of the current year, *e.g.* their arrangements; the Head of Revenue, Finance and Appropriation Acts.
- (c) Ordinances and other Legislation relating to Specific Accounts dealt with in Education Offices.

(03) *Education, Education Law, Administration and Supervision*

- (a) Education Law – Candidates are excepted to be familiar with following Ordinances and Acts of Parliament.
 - Education Ordinance No. 31 of 1939
 - Amendment Ordinance No. 26 of 1947
 - Amendment Act, No. 05 of 1951
 - Amendment Act, No. 43 of 1953
 - Code of Regulations for Government Schools
 - Assisted Schools and Training Colleges (Special Provisions Amendment) Act, No. 05 of 1960
 - Assisted Schools and Training Colleges (Supplementary Provisions) Act, No. 08 of 1961
 - Education (Change of Designations) Act, No. 35 of 1973
 - Pirivena Act, No. 64 of 1979
 - The Assisted Schools and Training Colleges (Special Provisions Amendment) Act, No. 65 of 1981
 - National Institute of Education Act, No. 28 of 1985

(b) *Education Administration -*

1. Policies of the Ministry of Education

- (i) Ministry of Education
- (ii) Organization and functions of the Ministry of Education and the Departmental Institutions under the Ministry including District Departments.
- (iii) Educational Planning Development at National and Regional levels; Aims and Objectives, methods (including school mapping), implementation etc.

2. School Management, School community relationship

- 3. Educational Management Information Systems
- 4. Special Education Programmes.

(c) *Educational supervision –*

- Scheme for school supervision and criteria used in evaluation of teacher performance.
- Continuous evaluation programmes in School
- Self evaluation programs in Schools
- School supervision by the District Departments and the Ministry of Education
- Validation of Internal Evaluation by External Teams;
(Candidates are advised to be thorough with the Circulars, Manuals and other Publications issued by the Ministry of Education)

Reference :-

- Asian Institutes of Educational Planning and Administration (1970)
- Modern Management Techniques in Educational Administration
- A Report of a Seminar – New Delhi
- Barry and Tye. (1975) Running a School – Temple Smith London
- Bush T. Glatter, R Good, C. Riches, (eds. 1980) Schools
- Approaches to School Management, Harper and Row.
- Dr. Khan Mohideen Sheriff (1983)
- School Administration, New Delhi
- Ministry of Education –Education in Ceylon (1969)
- A Centenary Volume Part II, Part III Ministry of Education and Cultural Affairs, Ceylon.
- Open University (1981) Policy Making, Organization and Leadership in Schools (Block 4 of Course E 323) Open University Press, London, Shipman, Murten (1983) in School Evaluation, Heineman Education Books, London, Report on the Management Reforms in the Ministry of Education 1984.

- (04) Total marks allocated for each paper is 100. A candidate should obtain 40% or above of total marks to pass each paper.
- (05) *Language medium of the Examination :*
- Examination would be held in Sinhala, Tamil and English language
 - Candidates can answer the question papers either in the Official Language or in the National Language.
 - Candidates can answer in the Language medium of the Competitive Examination he passed to enter the Public Service or if there was no competitive Examination, Language medium of qualifying examination to enter the Public Service.
- (06) If it is detected that a candidate has answered the question papers in a language medium for which he is not entitled his/her candidature will be cancelled. He will not be allowed to change the language medium applied for, at a later stage.
- (07) Application should be prepared and submitted by using a A4 size paper in conformity with the specimen form indicated below. (Item 01 to 06 should appear in the first page and the remaining items should appear in the second page) In the Sinhala application the name of the Examination should be indicated in English in addition to Sinhala and in the Tamil application the name of the Examination should be indicated in English in addition to Tamil. Relevant Information in the Application should be clearly written in candidate's own handwriting. Applications which are not in conformity with the specimen form and those which are incomplete will be rejected without notification. It is advisable to keep a photo copy of the Application with the candidate. Candidates should be vigilant as to whether the duly completed Application is in conformity with the specimen form and it should be noted that the application will be rejected if it is not so.
- (08) The Examination will be conducted by the Commissioner General of Examination and the candidates are bound by the rules prescribe by him for conducting Examinations. These rules are indicated at the end of this notification.
- (09) Applications should be forwarded under registered post through Heads of Departments addressed to the Commissioner General of the Examinations, Organizations and Foreign Examinations Branch, Sri Lanka Examinations Department, P.O. Box – 1503, Colombo., to be received on or before 01.02.2016 Name of the Examinations should be written on the top left hand corner of the envelope. Any application received after this date will be rejected.
- (10) Admissions will be issued by the Commissioner General of Examinations for the applicants who have submitted perfected applications accurately along with the receipt obtained subsequent to paying the relevant prescribed examination fees if it is required to pay the examination fee on or before the closing date of receiving applications as mentioned in the notification and with the language medium of sitting the examination, signature of the candidate and the certificate issued by the Head of the Department.
- Immediately after the issue of admission cards to the candidates a news paper notification to that effect will be published by the Department of Examination. If the admission cards are not received even after 02 or 03 days of the news paper notice it should be notified to the Department of Examinations according to instructions in the news paper notice. A certified photo copy of the application retained with the candidate, the registration receipt, and the fax number for sending the admission card if the candidate is resident out side Colombo should be sent to the Department of Examinations. A copy of the letter of request sent to the Department of Examinations should be retained with the candidate. (Fax No. : 011-2784232)
- Name of Examination :-
 - Full name of candidate :-
 - Address of the candidates in full :-
 - Date of posting the application, registered letter number and post office :-
- (11) Complaints from candidates who fail to fulfill the requirements indicated in para 9 above will not be considered.
- (12) (i) Every candidate should get his / her signature attested and the admission card with attested signature should be submitted to the supervisor on the first day of examination.
- (ii) At the examination hall it is the responsibility of the candidates to produce evidence in proof of their identity and for this purpose only the Identity Card issued by the Department of Registration of Persons or a valid Passport will be accepted.
- (13) Fees for examinations will be charged as follows. The relevant examination fee should be paid at any Post Office Sub Post Office to be credited to revenue head 2003-02-13 of the Commissioner General of Examinations. The receipt obtained for the payment from the District / Divisional Secretariat should be pasted in the relevant box of the application form. (It is advisable to retain a copy of the receipt with you).
- First sitting (fees won't be levied for the whole examination or part of it)
 - Thereafter, for each sitting

For the whole examination	Rs. 1,000.00
For one subject	Rs. 500.00
- (14) (i) The issue of an admission card should not be considered an acceptance that he/she has fulfilled the qualifications to appear for the examination.

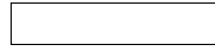
(ii) All candidates are subject to the rules and regulations given by the Commissioner General of Examinations. Any candidate who breaches such rules and regulations will be subject to the punishments given by the Commissioner General of Examinations.

(15) In a case of any inconsistency among the Sinhala, Tamil and English texts of this notification, the Sinhala text shall prevail.

(16) The right of taking a decision regarding any matter, which has not been covered by this notification is reserved by the Secretary to the Ministry of Education.

W. M. BANDUSENA,
Secretary,
Ministry of Education.

Ministry of Education,
"Isurupaya",
Battaramulla,
11th December, 2015.



(For official use only)

Application Form

FIRST EFFICIENCY BAR EXAMINATION FOR OFFICERS IN CLASS III OF THE SRI LANKA EDUCATION SERVICE – 2015

**ශ්‍රී ලංකා අධ්‍යාපන පරිපාලන සේවයේ III වැනි පන්තියේ නිලධාරීන්
සඳහා වන කාර්යක්ෂමතා කඩඉම් විභාගය-2015**

(To be forwarded to Commissioner General of Examinations,
Sri Lanka Department of Examinations, Pelawatta, Battaramulla
by registered post through the Head of the Department)

Language medium for the examination :

Sinhala 2
Tamil 3
English 4

(Relevant number to be written within cage)

(Name of examination should be written on the top left corner in the envelope)

01. (i) Name in full (In English block capitals) : _____.

Eg. : HERATH MUDIYANSELAGE SAMAN
KUMARA GUNAWARDHANA

(ii) Name indicating last name first and the initials of the other names (In English block capitals) : _____.

Eg. : GUNAWARDHANA H. M. S. K.

(iii) Name in full (In Sinhala/Tamil) : _____.

02. Address :

(i) Address to which the admission of the examination should be sent (In English block capitals) : _____.

(ii) Official Address (In Sinhala/Tamil) : _____.

(iii) Private Address (In Sinhala/Tamil) : _____.

(iv) Telephone No. : _____.

03. Subjects offered with subject numbers as indicated in para 02(a) in the notification to be written clearly.

Subject Number Subject

Subject Number Subject

Subject Number Subject

04. National Identity Card No. : _____.

05. Date of Birth :

Year : Month : Date :

06. Sex :

Male - 0

Female - 1

(Relevant number to be written within the cage)

07. (i) Designation : _____.

(ii) Department / Zonal Education Office / Divisional Education Office / School : _____.

08. State whether you have appeared for this examination previously, in whole or in part and if so state year, subjects and medium in which answers were written

Year	Subject	Medium
.....
.....
.....

09. Details of the receipt:

(i) Name of the Secretariat Office where you paid the examination fee : _____.

(ii) Receipt number and date : _____.

(iii) The amount paid : _____.

Paste the receipt received after payment here
(A photocopy to be retained by the candidate) Only if relevant

10. I hereby declare that the particulars furnished above are true and correct and that I am entitled to sit this examination in the medium indicated in the application. I also agree to abide by all the rules and regulations of the examination. I also declare that I will be subject to the rules and regulations to be imposed relating to this examination by the Commissioner General of Examinations.

Signature of candidate.

Date : _____.

Commissioner General of Examination

**SRI LANKA INSTITUTE OF ADVANCED
TECHNOLOGICAL EDUCATION**

Submitted

I certify that the candidate whose particulars appear as above is eligible to sit this examination and that he/she is entitled to sit in the language medium indicated by him/her in the application.

I mention further that the receipt for payment is affixed above (*)

_____,
Signature and Designation of the
Head of Department and official frank.

Date :_____.

(*) To be deleted when payment of fees is not requested.

01-88

GAZETTE Notification which was published in 11.12.2015 No. 1945 regarding Sri Lanka Institute of Advanced Technological Education (SLIATE) 2016 student admission will be amended as follows.

Higher National Diploma in Accountancy :

According to the Public Administration Circular No. 46/90, the Higher National Diploma in Accountancy has been recognized to accept as an alternative qualification to a General Degree in Commerce (Ordinary pass), awarded by a recognized University for recruitment purposes.

Dr. W. HILARY E. SILVA,
Director General,
Sri Lanka Institute of Advanced Technological
Education.

01-79

**NEW SCALES OF CHARGES FOR NOTICES AND ADVERTISEMENTS IN THE
"GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA"
EFFECTIVE AS FROM JANUARY 01st, 2013**

**All the Gazettes could be downloaded from the www.documents.gov.lk
(Issued every Friday)**

1. All Notices and Advertisements are published at the risk of the Advertisers.
2. All Notices and Advertisements by Private Advertisers may be handed in or sent directly by post together with full payments to the **Government Printer, Department of Government Printing, Colombo 8.**
3. The office hours are from 8.30 a.m. to 4.15 p.m.
4. Cash transactions will be from 9.00 a.m. to 3.00 p.m.
5. **All Notices and Advertisements must be pre-paid.** Notices and Advertisements sent directly by post should be accompanied by Money Order, Postal Order or Cheque made payable to the Government Printer. Postage stamps will not be accepted in payment of Advertisements. Post Office - Borella will be the paying office for Money Orders.
6. To avoid errors and delay "copy" should be **on one side of the paper only and typewritten.**
7. **All signatures should be repeated in block letters below the written signature.**
8. Notices re-change of name from Non-Government Servants and Trade Advertisements are not accepted for publication.
9. Advertisements purporting to be issued under Orders of Courts will not be inserted unless signed or attested by a Proctor of the Supreme Court.
10. **The authorised scale of charges for Notices and Advertisements is as follows from January 01st, 2013 :-**

	Rs.	cts.
One inch or less	137	0
Every addition inch or fraction thereof	137	0
One column or 1/2 page of <i>Gazette</i>	1,300	0
Two columns or one page of <i>Gazette</i>	2,600	0

(All fractions of an inch will be charged for at the full inch rate.)

11. The "Gazette of the Democratic Socialist Republic of Sri Lanka" is published every Friday. Day of publication is subject to alteration in any week where Public Holidays intervene.
12. All Notices and Advertisements should reach the **Government Printer, Department of Government Printing, Colombo 8**, as shown in Schedule of Separate Notice published at the end of each part of the *Gazette* of the first week of every month.
13. All communications regarding non-receipt, change of address and of the *Gazette* of the Democratic Socialist Republic of Sri Lanka should be addressed to the Government Printer, Department of Government Printing, Colombo 08.
14. **REVISED SUBSCRIPTION RATES EFFECTIVE FROM JANUARY 1ST 2013 :**

***Annual Subscription Rates and Postage**

	Price Rs. cts.	Postage Rs. cts.
Part I :		
Section I	4,160 0	9,340 0
Section II (Advertising, Vacancies, Tenders, Examinations, etc.)	580 0	950 0
Section III (Patent & Trade Mark Notices etc.)	405 0	750 0
Part I (Whole of 3 Sections together)	890 0	2,500 0
Part II (Judicial)	860 0	450 0
Part III (Lands)	260 0	275 0
Part IV (Notices of Provincial Councils and Local Government)	2,080 0	4,360 0
Part V (Stage carriage permits and Book List)	1,300 0	3,640 0
Part VI (List of Jurors and Assessors)	780 0	1,250 0
Extraordinary Gazette	5,145 0	5,520 0

Subscription to the "Gazette of the Democratic Socialist Republic of Sri Lanka" are booked per periods of not less than 12 months so as to terminate at the end of a calendar year only.

*** Rates for Single Copies (if available in stock)**

	Price Rs. cts.	Postage Rs. cts.
Part I :		
Section I	40 0	60 0
Section II	25 0	60 0
Section III	15 0	60 0
Part I (Whole of 3 Sections together)	80 0	120 0
Part II	12 0	60 0
Part III	12 0	60 0
Part IV (Notices of Provincial Councils and Local Government)	23 0	60 0
Part V	123 0	60 0
Part VI	87 0	60 0

***All single copies could be obtained from Government Publications Bureau, No. 163, Kirulapone Mawatha, Polhengoda, Colombo 05.**

IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

THE Weekly issue of the *Gazette of the Democratic Socialist Republic of Sri Lanka* is normally published on Fridays. If a Friday happens to be a Public Holiday the *Gazette* is published on the working day immediately preceding the Friday. Thus the last date specified for the receipt of notices for publication in the *Gazette* also varies depending on the incidence of public holidays in the week concerned.

The Schedule below shows the date of publication and the latest time by which notices should be received for publication in the respective weekly *Gazette*. All notices received out of times specified below will not be published. Such notices will be returned to the sender by post for necessary amendment and return if publication is desired in a subsequent issue of the *Gazette*. It will be in the interest of all concerned if those desirous of ensuring the timely publication of notices in the *Gazette* make it a point to see that sufficient time is allowed for postal transmission of notices to the Government Press.

The Government Printer does not accept payments of subscription for the Government Gazette.

Note.—Payments for inserting Notices in the *Gazette of the Democratic Socialist Republic of Sri Lanka* will be received by the Government Printer.

THE SCHEDULE

<i>Month</i>	<i>Date of Publication</i>			<i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i>		
	2016					
JANUARY	01.01.2016	Friday	—	18.12.2015	Friday	12 noon
	08.01.2016	Friday	—	23.12.2015	Wednesday	12 noon
	14.01.2016	Thursday	—	01.01.2016	Friday	12 noon
	22.01.2016	Friday	—	08.01.2016	Friday	12 noon
	29.01.2016	Friday	—	14.01.2016	Thursday	12 noon
FEBRUARY	05.02.2016	Friday	—	22.01.2016	Friday	12 noon
	12.02.2016	Friday	—	29.01.2016	Friday	12 noon
	19.02.2016	Friday	—	05.02.2016	Friday	12 noon
	26.02.2016	Friday	—	12.02.2016	Friday	12 noon
MARCH	04.03.2016	Friday	—	19.02.2016	Friday	12 noon
	11.03.2016	Friday	—	26.02.2016	Friday	12 noon
	18.03.2016	Friday	—	04.03.2016	Friday	12 noon
	24.03.2016	Thursday	—	11.03.2016	Friday	12 noon

W. A. A. G. FONSEKA,
Government Printer. (*Acting*)

Department of Government Printing,
Colombo 08,
22nd January, 2015.