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## The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 2,426 – 2025 පෙබරවාරි මස 28 වැනි සිකුරාදා – 2025.02.28

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### PART I: SECTION (IIA) – ADVERTISING

(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 21st March, 2025, should reach Government Press on or before 12.00 noon on 07th March, 2025.

#### 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."

K. G. PRADEEP PUSHPA KUMARA,  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
02nd January, 2025.

This Gazette can be downloaded from [www.documents.gov.lk](http://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.

## Post - Vacant

### PUBLIC SERVICES COMMISSION

#### Recruitment to the Post of Chief Editor in Sinhala Dictionary Office and to the Post of Chief Editor in Sinhala Encyclopedia Office (on Contract Basis) of the Department of Cultural Affairs

01. Applications are invited for the recruitment to the following vacant posts of the Department of Cultural Affairs on contract basis.
  - Post of Chief Editor in Sinhala Dictionary Office
  - Post of Chief Editor in Sinhala Encyclopedia Office
02. Duly filled applications should be sent by registered post to reach the Director of Cultural Affairs, Department of Cultural Affairs, 8<sup>th</sup> Floor, Sethsiripaya, Battaramulla on or before **28.03.2025** Applications received after this date will be rejected.
03. Applications should be prepared as per the specimen given at the end of this notice, in A4 size sheets (8.27”X11.69”).
04. The post applied should be clearly indicated on the top left hand corner of the envelop enclosing the application.
05. Educational and other qualifications should be indicated accurately in the application.
06. Terms of Engagement and Conditions
  - Salary: A monthly allowance of Rs. 50,000 is paid.
  - This is a post created on contract basis and not entitled to obtain a permanent appointment or to privileges enjoy by permanent officers. Recruitment is made for a period of one year on contract basis.
07. Qualifications:-
  - 7.1 Educational Qualifications:-
    01. Ph.D. degree from a university recognized by the University Grants Commission.
  - 7.2 Professional Qualifications:- Not applicable
  - 7.3 Experience
    01. (i) Should have completed minimum of 10 years satisfactory service in the post of Senior Professor, Professor or Assistant Professor in a university recognized by the University Grants Commission  
  
*or*  
(ii) Should have completed minimum of 5 years continuous and satisfactory service in the post of editor in a *Kosha Grantha* Office.
    02. Proficiency in English, Pali and Sanskrit languages. Ability to express ideas orally and the written knowledge will be tested at the Structured Interview.
  - 7.4 Physical Qualifications
 

Every candidate should physically and mentally fit to perform the duties in the post and to serve in any part of the island.
  - 7.5 Other Qualifications
    1. All the candidates should be citizens of Sri Lanka.
    2. Candidates should have an excellent character.

3. Every candidate should have fulfilled all the requisite qualifications specified from 7.1 to 08 in every manner as at the date stipulated in the advertisement/*Gazette* notification for recruitment to the post.

08. *Age*: Should be more than 60 years and not more than 72 years.

09. *Method of Recruitment*: - Recruitment will be made through a structured interview. Qualifications will be tested at the Structured Interview.

**Structured Interview :**

| <i>Key Fields of giving marks</i>                  | <i>Maximum Mark</i> | <i>Minimum marks for selection</i> |
|--|---------------------|------------------------------------|
| Additional Educational Qualifications              | 10                  | Not Applicable                     |
| Experience   | 30                  |                                    |
| Period of Service in a <i>Kosha Grantha</i> Office | 10                  |                                    |
| Knowledge on additional languages                  | 15                  |                                    |
| Knowledge on printing technology                   | 15                  |                                    |
| Academic Works published under the authorship      | 15                  |                                    |
| Competency shown at the interview                  | 05                  |                                    |
| <b>Total</b>                                       | 100                 |                                    |

Secretary,  
Ministry of Buddhasasana, Religious and Cultural  
Affairs.

**Under the orders of  
Public Services Commission.**

**Specimen Application Form**

**Recruitment to the Post of Chief Editor in Sinhala Dictionary Office and to the Post of Chief Editor in Sinhala Encyclopedia Office (on Contract Basis) of the Department of Cultural Affairs**

01. (a) Name with initials :-.....
- (b) Names denoted by initials :-.....
02. Address :-.....
03. Telephone :-.....
04. National Identity Card No. :-.....
05. Date of Birth :-.....
06. Station of Service :-.....
07. Post Graduate Qualifications :-
  - I. University :-.....
  - II. (a) Degree :-.....
  - (b) Duration of the Degree Course :-.....

III. Subject field:-.....

IV. Effective Date of the Certificate:-.....

08. Experience :

*Institute*

*Years*

.....  
.....

09. Knowledge on English, Pali, and Sanskrit languages

.....  
.....  
.....

I .....(name of the candidate) hereby certify that the particulars furnished by me above are correct. I am aware that I will be liable to take action against me if the particulars submitted by me are found incorrect.

Date:.....

Signature of the candidate :.....

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## PUBLIC SERVICE COMMISSION

### Limited recruitment to the post of Assistant Director (Sports) of Executive Service Category of Sports Officers' Combined Services in the Department of Sports Development - 2025

BY the order of the Public Service Commission, applications are called, under the limited recruitment, from officers who have satisfied the following qualifications to fill the three (03) vacancies exist in the post of Assistant Director (Sports) in Grade-III of the Executive Service Category of Sports Officers' Combined Services in the Department of Sports Development.

Closing date of calling for applications is: **20/03/2025**

#### 01. Qualifications :

##### 1.1. Educational, Professional Qualifications and Experience :

I. Should be an officer in the post of Management Assistant in Supra Class of Sports officers' Combined Services in the Department of Sports Development.

*or*

II. Should be an officer who has been promoted to Grade-I of the Supervisory Management Assistant Technology Service Category of Sports Officers' Combined Services in the Department of Sports Development.

*or*

III. Should be an officer who has been promoted to Grade-II of the Supervisory Management Assistant Technology Service Category of Sports Officers' Combined Services in the Department of Sports Development and should have obtained a Degree in the areas of Sports or Management from a university recognized by the University Grant Commission.

*or*

- IV. Should be an officer who has completed 10 years of active and satisfactory service in the post/posts of Sports Officers' Combined Services in the Department of Sports Development and should have obtained a Degree in the area of Sports from a university recognized by the University Grant Commission.

**Note:** In case of officers who have been absorbed under the Section of 14 in the Service Minute of Sports Officers' Combined Services in the Department of Sports Development, published in the *Gazette Extraordinary* No. 1986/2 of 26.09.2016, the date on which the qualifications are fulfilled to be absorbed to the relevant class / grade will be considered as the date of recruitment / promotion to the relevant class / grade for the completion of qualifications in the above 1.1 (i), (ii) and (iii).

1.2. Physical Qualifications: Candidates shall be of sound physical and mental condition to serve in any part of the island.

1.3. **Other Qualifications :**

- I. Should have been confirmed in the post;
- II. Should not have been subject to a disciplinary punishment as per the provisions set out in the Public Service Commission Circular No.01/2020;
- III. Should have passed the required Efficiency Bar Examinations;
- IV. Should have obtained other language proficiencies at required level;
- V. Should have completed all the qualifications mentioned above in all respect as at the closing date of calling applications.

02. **Age:** Not applicable.

03. **Salary:** The Monthly Salary applicable to this post as per the Schedule I of Public Administration Circular No. 03/2016 dated 25.02.2016 is Rs. 47,615 - 10 x 1,335 – 8 x 1,630 -17 x 2,170 – Rs. 110,895/- (SL - I -2016). In addition to that, you are entitled to other allowances paid to the public officers by the government from time to time.

04. **Conditions of Service:**

- I. This post is permanent and pensionable. And, you shall contribute to the Widows' & Orphans' Pension Scheme or to the Widowers' & Orphans' Pension Scheme. You are required to pay contributions stipulated by the Government from time to time;
- II. Officers who are appointed to the said post shall be subject to an acting period of one year;
- III. All recruitments are subjected to the provisions set out in the Service Minute of the Sports Officers' Combined Services in the Department of Sports Development which was published in the *Gazette Extraordinary* No. 1986/2 of 26.09.2016, provisions of the Establishments Code of the Democratic Socialist Republic Sri Lanka, Financial Regulations of the Government, Procedural Rules of the Public Service Commission and amendments already made and to be made thereto in the future.

05. **Method of Recruitment:**

Candidates, who have completed the qualifications stated in the said notification in all respect at the closing date of calling application, will be recruited according to the order of merit of the total marks obtained at the eligibility evaluation interview, which will be conducted by an Interview Board for eligibility evaluation appointed by the Public Service Commission. The eligibility evaluation interview will be conducted as per the following marking scheme approved by the Public Service Commission.

### Detailed Marking Scheme

|  | Heading  | Maximum Marks                  |            |                                  |            |                    |            |  |            |  |            |    |
|--|--|--------------------------------|------------|----------------------------------|------------|--------------------|------------|--|------------|--|------------|----|
| 01.  | <p><b><u>Additional Service Experience</u></b></p> <p>The weighted service period as per the service category/grade from the date of completion of the relevant basic qualification in the paragraph 1.1 above to the closing date of calling for applications is calculated as follows.</p> <p>(Service period of Management Assistant Technical Segment 2 Service Category of Sports Officers' Combined Service) +1.25 x (Service period in Grade III of Supervisory Management Assistant Technical Service Category of Sports Officers' Combined Services) +2.00 x (Service period in Grade II of Supervisory Management Assistant Technical Service Category of Sports Officers' Combined Services) + 2.10 x (Service period in Grade I of Supervisory Management Assistant Technical Service Category of Sports Officers' Combined Service) + 2.20 x (Service period in Management Assistant Supra Class of Sports Officers' Combined Services)</p> <p>Maximum marks will be given to the candidate who has the highest weighted service period as computed above and subsequently, marks will be given to other candidates for the weighted service periods of other candidates proportionately.</p> <p><i>Note:</i> “service period” implies the active and satisfactory service period. And, the service period in which salary was drawn, of the previous post before the absorption corresponding to the grade/class of each service category stated in paragraph 1.1 above in the said notification is also included as per the Section 14 of the service minute.</p> | 30                             |            |                                  |            |                    |            |  |            |  |            |    |
| 02.  | <p><b><u>Additional Educational Qualifications</u></b></p> <p>Courses followed under sports or physical training, Sports Management or Sports Administration or Management,</p> <table><tr><td>(i) For a Post Graduate Degree</td><td>- 25 Marks</td></tr><tr><td>(ii) For a Post Graduate Diploma</td><td>- 20 Marks</td></tr><tr><td>(iii) For a Degree</td><td>- 15 Marks</td></tr><tr><td>(iv) For a Diploma (Not less than 06 months)</td><td>- 10 Marks</td></tr><tr><td>(v) For a Certificate Course (Not less than 03 months)</td><td>- 05 Marks</td></tr></table> <p><i>Note I:</i> Marks will not be given for any qualification considered as a preliminary qualification in the para 1.1 above.</p> <p><i>Note II:</i> All the above qualifications should be obtained by a University recognized by the University Grant Commission or Government Training Institution or Foreign Training Institution recognized by the Government.</p> <p><i>Note III:</i> When awarding marks for part-time courses, marks will be calculated considering that 1500 hours of a study are covered in a fulltime one year course.</p>  | (i) For a Post Graduate Degree | - 25 Marks | (ii) For a Post Graduate Diploma | - 20 Marks | (iii) For a Degree | - 15 Marks | (iv) For a Diploma (Not less than 06 months) | - 10 Marks | (v) For a Certificate Course (Not less than 03 months) | - 05 Marks | 25 |
| (i) For a Post Graduate Degree                         | - 25 Marks   |                                |            |                                  |            |                    |            |  |            |  |            |    |
| (ii) For a Post Graduate Diploma                       | - 20 Marks   |                                |            |                                  |            |                    |            |  |            |  |            |    |
| (iii) For a Degree                                     | - 15 Marks   |                                |            |                                  |            |                    |            |  |            |  |            |    |
| (iv) For a Diploma (Not less than 06 months)           | - 10 Marks   |                                |            |                                  |            |                    |            |  |            |  |            |    |
| (v) For a Certificate Course (Not less than 03 months) | - 05 Marks   |                                |            |                                  |            |                    |            |  |            |  |            |    |



|     | Heading  | Maximum Marks                     |
|-----|--|-----------------------------------|
| 03. | <p><b><u>Special Skills exhibited in the posts of Sports Coach and Headquarters Sports Officer :</u></b></p> <p>I. For the events participated in as a Coach/Administrator/ Manager/Technical Officer</p> <ul style="list-style-type: none"> <li>i. Olympic Games/Paralympic Games - 08 Marks each</li> <li>ii. Commonwealth Games/World Championships/ Para World Championships - 07 Marks each</li> <li>iii. Asian/ Para Asian Competitions - 05 Marks each</li> <li>iv. South Asian Games/ Asian Games - 03 Marks each</li> <li>v. National Level - 02 Marks each<br/>(National Sports Festival / National Championships – Sports Associations)</li> </ul> <p>* Marks will be given only for 02 maximum opportunities.<br/>* Proof in this regard should be submitted in writing for the confirmation.</p> <p>II. For certificates of commendation obtained in the Form 230B - 02 Marks each (Maximum 04 Marks)</p>               | <p><b>16</b></p> <p><b>04</b></p> |
| 04. | <p><b><u>Additional Service Experience :</u></b></p> <p>Courses followed related to Sports or Administration</p> <p><b>Local/Foreign</b></p> <ul style="list-style-type: none"> <li>1. One year or more - 10 Marks</li> <li>2. Six months or more - 07 Marks</li> <li>3. Two weeks or more - 05 Marks</li> <li>4. More than two days but less than two weeks - 03 Marks</li> </ul> <p><b>Note I:</b> Marks will not be given for any additional educational qualification considered under the para 2 above.</p> <p><b>Note II:</b> All the above qualifications should be obtained by a University recognized by the University Grant Commission or Government Training Institution or Foreign Training Institution recognized by the Government.</p> <p><b>Note III:</b> When awarding marks for part-time courses, marks will be calculated considering that 1500 hours of a study are covered in a fulltime one year course.</p> | <b>20</b>                         |
| 05. | <p><b><u>Merit shown at the interview</u></b></p> <p>Leadership - 02 Marks<br/>Personality - 02 Marks<br/>Communication - 01 Marks</p>   | <b>05</b>                         |
|     | <b>Total</b>   | <b>100</b>                        |

**N.B.:** Marks will not be given again for the certificates/qualifications already taken into consideration for recruiting to the post in Sports Officers' Combined Services/ promoting in the grade/passing an Efficiency Bar Examination. All qualifications stated in 1-4 above should be valid for the closing date of calling for applications.

06. Applications should be prepared in 22 X 29 cm size A4 papers and in such a manner that paragraphs from 01 to 07 should be on the first page and the paragraphs from 08 should be on the second page. Relevant information should be given legibly by candidate's own handwriting. Applications which are incomplete, not satisfied the basic qualifications, received after due date and not prepared in accordance with the specimen form will be rejected without notice. It would be advisable to keep a photocopy of the completed application form. It is the responsibility of the candidate to make sure that the application form perfected by him/herself complies with the Specimen Form given in the notification, as otherwise it may be rejected. Applications should be prepared as per the specimen form appended to this. Receipt of applications will not be acknowledged. Candidates should submit the applications prepared in accordance with the specimen form appearing at the end of this notice by registered post on or before **20/03/2025** to the Director General, Department of Sports Development, No. 09, Philip Gunawardane Mawatha, Colombo 07. The words "Limited recruitment to the post of Assistant Director (Sports)-2025" should be written on the top left corner of the envelope.

**N.B.-**

- (a) No any documents or copies of it should be attached to the application form.  
(b) Applications of candidates who fail to produce documents when required to do so will not be considered.

**07. Furnishing false information**

If any of the information provided in the application found to be false or incorrect, before recruitment to the post, your candidature will be cancelled, and if such information was found to be incorrect or false after recruitment, action will be taken to dismiss from the service subject to the relevant procedures.

08. Procedural rules of the Public Service Commission, circulars and provisions issued with regard to the Public Service from time to time as well as the Service Minute relevant to Grade III of the Executive Service Category and the amendments made thereto are applicable to the said post.
09. Any matter not provided in this *Gazette* notification, should be dealt with the final decision of the Public Service Commission. And, the Public Service Commission shall reserve the right to fill or not to fill vacancies or to fill certain number of vacancies.

By the order of the Public Service Commission,

.....,  
A.H.M.U. ARUNA BANDARA,  
Secretary.

Ministry of Youth Affairs and Sports,  
No. 09,  
Philip Gunawardane Mawatha,  
Colombo 07.

**MINISTRY OF YOUTH AND SPORTS**

**Department of Sports Development**

**APPLICATION FOR THE LIMITED RECRUITMENT TO THE POST OF ASSISTANT DIRECTOR ( SPORTS)  
OF EXECUTIVE CATEGORY GRADE III  
(SL – 1 – 2016) OF SPORTS OFFICERS' COMBINED SERVICE IN THE DEPARTMENT OF SPORTS  
DEVELOPMENT**

01.

I. Name with initials :

- a. In Sinhala : .....  
b. In English : .....

II. Names denoted by initials :

- a. In Sinhala : .....  
b. In English : .....

02.

I. Private Address :

II. Official Address:

III. Telephone No. : Mobile : ..... Office : .....

03. Gender :

Write in the relevant box

Male - 0

Female - 1

☐

04. National Identity Card No.: .....

05. Date of Birth : Year : ..... Month : ..... Date : .....

06. Age as at 20/03/2025 Years: ..... Months: ..... Days: .....

07.

- a. Have you completed all the qualifications stated in the para 1.1. of the notice of calling applications for the date of calling applications?
- b. State under which category you are qualified in para 1.1. (I, III or IV) (Indicate the qualification acquired first)
- c. If you are qualified under category III or IV of 1.1., submit information below:
- I. Degree : .....
- II. Effective Date : .....
- III. University / Institute : .....
- IV. Registered No. : .....
- V. External / Internal : .....
- VI. Subjects : .....

- d. Present post : .....  
Grade : .....  
Date of Appointment to the present post : .....  
Date of confirmation in that post : .....  
Salary code and salary scale : .....

08. Efficiency Bar examinations

| <i>Efficiency Bar examinations</i> | <i>Date to be got through</i> | <i>Date got through</i> | <i>If grace period is granted duration of grace period and No. &amp; date of the letter</i> | <i>If released No. &amp; date of the letter</i> |
|------------------------------------|-------------------------------|-------------------------|---|---|
|                                    |                               |                         |   |   |
|                                    |                               |                         |   |   |
|                                    |                               |                         |   |   |
|                                    |                               |                         |   |   |

09. Details of Half Pay/ No pay leave

| <i>Half pay or No pay</i> | <i>Date commenced</i> | <i>Date of conclusion</i> | <i>Time period (Years, months, Days)</i> |
|---------------------------|-----------------------|---------------------------|--|
|                           |                       |                           |  |
|                           |                       |                           |  |
|                           |                       |                           |  |
|                           |                       |                           |  |

10. Whether found guilty of any disciplinary action within your service period? Yes/ No

11. If yes for the above, No. and date of the disciplinary order

.....

12. Indicate the active and satisfactory service periods in the table below:

12.1 After absorption to the Service Minutes No. 1986/2 of 26.09.2016

| <i>Serial No.</i> | <i>Service/Grade</i> | <i>Date of appointment/<br/>Promotion/Absorption</i> | <i>active and satisfactory service period (Years/Months/Days)</i> |
|-------------------|----------------------|--|---|
|                   |                      |  |   |
|                   |                      |  |   |
|                   |                      |  |   |
|                   |                      |  |   |

12.2 Before absorption to the Service Minutes No. 1986/2 of 26.09.2016

| <i>Serial No.</i> | <i>Service/Grade</i> | <i>Date of appointment/<br/>Promotion/Absorption</i> | <i>active and satisfactory service period (Years/Months/Days)</i> |
|-------------------|----------------------|--|---|
|                   |                      |  |   |
|                   |                      |  |   |
|                   |                      |  |   |
|                   |                      |  |   |

13. Additional Educational Qualifications:

| <i>Serial No.</i> | <i>Qualifications.</i> | <i>University/ institution<br/>obtained</i> | <i>Effective Date</i> |
|-------------------|------------------------|---|-----------------------|
|                   |                        |   |                       |
|                   |                        |   |                       |
|                   |                        |   |                       |

14. Special skills performed in the posts of Sports Coach and Headquarters Sports Officer:

.....  
.....  
.....  
.....  
.....  
.....  
.....

15. Additional Professional Qualifications:

.....  
.....  
.....  
.....  
.....

16. Confirm the information below:

- I. Whether earned all requisite increments within 05 year immediately preceding. Yes/No
- II. Whether found guilty of any disciplinary action according to Public Service Commission's Circular No.01/2020, within 05 year immediately preceding. Yes / No
- III. Whether obtain half pay or no pay leave within the service period. Yes / No

17. Applicant's Certificate

I do hereby certify that the information provided in this application is true and accurate. I am aware that I will be liable to be disqualified to be recruited to this post and dismissed in the event such information is found to be false after appointment.

Date : .....

.....,  
Signature of the applicant.

18. Should be completed by the Head of the Department.

1. Whether this officer has been subjected to any disciplinary actions within 05 years immediately preceding actions are not being instituted against him/ her at present? Yes / No
2. If "yes" state information. ....
3. Has he/ she obtained no pay leave during his / her service period? Yes / No
4. If "yes" write down the information on no pay leave obtained in the period of service. ....

I certify that this officer has earned/ not earned all the increments within 05 years immediately preceding as at the date of calling application.

As Mr / Mrs / Miss ..... who is serving at this Department as a ..... has completed/ not completed all the required qualifications relevant for applying to the post of Assistant Director ( Sports) of Executive Service Category, Grade III (SL – 1 – 2016) of Sports Officers' Combined Service in the Department of Sports Development, I hereby recommended / not recommended this application.

Date : .....

.....  
Signature of Head of Department  
Official Frank.

02-220

## PUBLIC SERVICE COMMISSION

### Promotion of Officers in Grade 1 of Sri Lanka Scientific Service to Special Grade on the basis of Seniority and Merit and Appointment to the Post

AS per the provisions in Section 10.3 of the Minute of the Sri Lanka Scientific Service, effective from 01.01.2006, published on 28<sup>th</sup> August 2014 in *Gazette* No. 1877/27 and revised by *Gazette Extraordinary* No. 1996/25 dated 06<sup>th</sup> December 2016 and the provisions in the approved schemes of recruitment, applications are called for the promotion of qualified officers in Grade I of Sri Lanka Scientific Service who are in active service to Special Grade and appointment to the post to fill the vacancy in the post of Director General at the Ministry of Science and Technology.

#### 01. Number of Vacancies:

| S/No. | Ministry/ Department               | Post             | Number of Vacancies | Subject  |
|-------|------------------------------------|------------------|---------------------|--|
| 01    | Ministry of Science and Technology | Director General | 01                  | Promotion to Special Grade and appointment to the post |

#### 02. Qualifications to be fulfilled for Promotion.

- I. Shall have obtained a Post Graduate Degree in Chemistry or Physics from a University recognized by the University Grants Commission or any other institution recognized by the University Grants Commission as a degree awarding institution.
- II. Shall have completed five (05) years of active and satisfactory service in Grade I of the Sri Lanka Scientific Service on the date of qualification for promotion and shall have earned five (05) salary increments after promotion to Grade I.
- III. Shall have completed at least 18 years of active service in Sri Lanka Scientific Service on the date of satisfying the qualifications for promotion.
- IV. Shall have proved an annual performance at satisfactory level or above within the five (05) years immediately preceding the date of satisfying the qualifications for promotion.
- V. Shall have not been subject to any disciplinary punishment as per the provisions in Public Service Commission Circular No. 01/2020.

VI. Qualifications to be fulfilled for appointment to the post

| <i>S/No.</i> | <i>Department/<br/>Ministry</i>    | <i>Post</i>      | <i>Qualification</i>   |
|--------------|------------------------------------|------------------|--|
| 01           | Ministry of Science and Technology | Director General | Shall be an officer in Special Grade of Sri Lanka Scientific Service at the Skills Development, Vocational Education, Research and Innovations Division of the then Ministry of Education, Higher Education and Vocational Education or present Ministry of Science and Technology, who has satisfied all the qualifications from I to V or an officer in Special Grade of Sri Lanka Scientific Service who has satisfied the qualifications under 7.4.2 of the Scheme of Recruitment in the absence of an officer of Sri Lanka Scientific Service who has satisfied the relevant qualifications at the present Ministry of Science and Technology |

**03. Method of Promotion**

- (i) The Public Service Commission carries out the promotion to Special Grade considering the result of the interview conducted by an interview board approved by the Public Service Commission and the number of vacancies.
  - (ii) Seniority and merit will be evaluated at the interview. The marking scheme in Annex I is used for this purpose.
04. The officers who are selected after the above mentioned interview subject to the general conditions by which the appointments of the public service are governed (Published in the *Gazette of the Democratic Socialist Republic of Sri Lanka* No. 1877/27 dated 28.08.2014), terms and conditions of the Minute of Sri Lanka Scientific Service and the revisions made and to be made in the future to the said Service Minute, shall be promoted to the Special Grade in Sri Lanka Scientific Service with effect from the date of the structured interview in accordance with the number of existing vacancies.
05. The officer/ officers who are promoted to Special Grade of Sri Lanka Scientific Service upon securing the highest marks in respect of each post at the interview shall be appointed by the Public Service Commission to the posts of which the Commission is the Appointing Authority, with effect from the date of assuming duties in the relevant posts.
06. Only the officers who satisfy the minimum qualifications indicated in this notification and who are in active service at present shall be called for the interview.
07. Applications perfected in line with the format given below should be sent to reach Secretary, Ministry of Public Administration, Provincial Councils and Local Government, Independence Square, Colombo 07” on or before **28.03.2025** via registered post with the recommendation of the Secretary of the Ministry/ Head of the Department, having attested the signature placed before the Secretary of the Ministry/ Head of the Department or an authorized officer to sign for the Secretary of the Ministry/ Head of the Department, by the Secretary of the Ministry/ Head of the Department. The words “Promotion to the Special Grade in Sri Lanka Scientific Service” should be clearly indicated on the top left corner of the envelope in which the application is sent. No application received after the said date shall be accepted and complaints on misplaced or lost applications shall not be entertained.

08. In the event of any inconsistency between Sinhala, Tamil and English texts of this notice, Sinhala text shall prevail.

Application can also be downloaded via [www.pubad.gov.lk](http://www.pubad.gov.lk)

On the order of the Public Service Commission,

S. ALOKABANDARA,  
Secretary.  
Ministry of Public Administration,  
Provincial Councils and,  
Local Government,

21st February, 2025.

**The marking scheme of the interview for promotion to Special Grade of the Sri Lanka Scientific Service and appointment to the post**

**01. Seniority**

**50 Marks**

- Maximum marks shall be given to the most senior officer.
- Marks for the seniority of the =  $\frac{\text{Maximum marks allocated of for the seniority}}{\text{Extra service period of the most senior officer (Years x12+Months)}} \times \text{Extra service period of the relevant officer (Years x12+months)}$

**02. Merit**

**50 Marks**

I.

|  | Maximum Marks |
|--|---------------|
| I. Individual or group work relevant to the field:   | 08            |
| <ul style="list-style-type: none"> <li>➤ Research Publication (For group publications, the Head of the Department should confirm that the publications were made at the initiative of the relevant officer) - 04 marks for each publication (For maximum of 2 publications)</li> </ul> |               |
| II. Abstracts  |               |
| <ul style="list-style-type: none"> <li>➤ Local - 01 mark for each abstract (for maximum of 03 abstracts)</li> <li>➤ International - 02 marks for each abstract (for maximum of 03 abstracts)</li> </ul>  | 03<br>06      |
| III. Dissertation – 4 marks for each dissertation<br>(Marks will be awarded only for dissertations other than the dissertation submitted for the Second Efficiency Bar or Post Graduate degree considered for promotion to Grade I)<br>(Maximum of 1 dissertation)                     | 04            |
| IV. Innovation - Head of the Department should ensure that the innovations are successfully implemented under the leadership of the relevant officers (04 points for each innovation)<br>(Maximum of 2 innovations)  | 08            |



|  | Maximum Marks |
|--|---------------|
| V. Newspaper / Magazine Articles - Articles written by the officer himself/herself to educate the public (02 marks for each newspaper / magazine)<br><br>(Maximum of 3 newspaper/ magazine articles) | 06            |
| Total Marks  | 35            |

- II. Power Point Presentation of 10 minutes with the use of computer on the manner in which the officer intends to contribute to the role of the post to which he/ she is selected

(15 Marks)

|                                  |   |          |
|----------------------------------|---|----------|
| i. Relevancy                     | - | 03 Marks |
| ii. Creativity                   | - | 03 Marks |
| iii. Innovations and suggestions | - | 03 Marks |
| iv. Time Management              | - | 03 Marks |
| v. Proficiency in English        | - | 03 Marks |

Note -

- a) Marks under Criteria (v) above can be obtained only if the applicant conducts the presentation in English language.
- b) The hard copy of the presentation should be submitted to the interview board at the same time. In addition, it is compulsory to submit a hard copy of the presentation prepared in English at the same time.

### Specimen Application

Application for the promotion to Special Grade of Sri Lanka Scientific Service and appointment to the post of Director General at the Ministry of Science and Technology

#### 1. Particulars of the Officer

- Name in Full in English (in block letters) .....  
.....  
(Ex: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- Name with initials in English (in block letters) ):.....  
.....  
(Ex: GUNAWARDHANA, H. M. S. K.)
- Name in Full (In Sinhala):.....  
.....
- Date of Birth:.....
- Age as at the Closing Date of Application: .....Years .....Months .....Days
- NIC No. : .....
- Permanent Address :.....
- Telephone No. : Office : .....  
Mobile :.....
- Email:.....

2. Particulars of the Post :

- i. Place of work at present and address :
- ii. Date of appointment to Grade III:
- iii. Date of appointment to Grade II:
- iv. Date of appointment to Grade I:
- v. Post held at present:
- vi. Date of appointment to the post:
- vii. Service period in Grade III as at 28.03.2025
- viii. Service period in Grade I as at 28.03.2025

3. Seniority

|    |   |  |
|----|---|--|
| 01 | Period of active and satisfactory service in the Sri Lanka Scientific Service as at the closing date of applications            |  |
| 02 | Period of active and satisfactory service in Grade I of the Sri Lanka Scientific Service as at the closing date of applications |  |
| 03 | Whether the officer has obtained/ has not obtained no-pay leave (Mention the dates of no-pay leave, if any)                     |  |

4. Qualifications in the relevant field :

4.1. Special contribution made to the relevant field

| Researches and Publications |               | Description | Year |
|-----------------------------|---------------|-------------|------|
| Research Publications       |               |             |      |
| Abstracts                   | Local         |             |      |
|                             | International |             |      |
| Dissertations               |               |             |      |
| Innovations                 |               |             |      |
| Newspaper Articles          |               |             |      |

❖ Research abstract should be submitted at the time of interview

5. Declaration of the applicant

I hereby confirm that the above information is as true and correct to the best of my knowledge

Date : .....

.....

Signature of the Applicant

Part II

( Should be completed by the Secretary of Ministry/ Head of the Department)

Particulars in the application submitted by Mr/Mrs/Miss ..... an Officer in Grade I of Sri Lanka Scientific Service at the Ministry/ Department of ..... are correct/incorrect as per the personal file. I kindly inform that disciplinary action has not been/has been taken against the officer, such action is / is not intended to be taken in the future, he/she has earned/not earned the immediately preceding 05 salary increments. I recommend/ do not recommend his/her application.

.....  
Signature of the Secretary of the Ministry/ Head of the Department  
Official Frank  
Date

02-223

## PARLIAMENT OF SRI LANKA

### Vacancies

APPLICATIONS are invited from the citizens of Sri Lanka who are physically sound and of excellent moral character for the posts of staff of Secretary-General of Parliament mentioned below.

Applications prepared in accordance with the specimen given below should be sent under registered cover along with the copies of certificates of educational/professional, and service experience, to reach the “**Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte**” on or before **14.03.2025** indicating the post applied for, on the top left-hand corner of the envelope. (This information is found on the website: **www.parliament.lk**)

**Parliamentary Interpreter (Sinhala/English/Sinhala) (01 vacancy)**

**Parliamentary Interpreter (Sinhala/Tamil/Sinhala) (02 vacancies)**

**Parliamentary Interpreter (English /Tamil/ English) (08 vacancies)**

#### 1. Salary Scale :

According to the Schedule I of the Management Services Circular 06/2016 dated 07.11.2016, the monthly salary scale for this post is Rs. 47, 340 – 3 x 755/ 13 x 1,030 – 62,995/- (On this salary scale, the minimum initial monthly remuneration together with all the allowances will be approximately Rs.110, 000 /=-)

#### 2. Age Limit :

Not less than 22 years and not more than 40 years of age as at the closing date for applications. (The upper age limit shall not apply to those who are already confirmed in Public/ Provincial Public Service)

#### 3. Educational Qualifications and Experience :

Candidates who possess any of the educational qualifications and experience mentioned under (a) and (b) below can apply for the above post.

- (a) Should possess a degree offered by a University recognized by the University Grant Commission (UGC).

**Candidates applying for the post of Parliamentary Interpreter (Sinhala/English/ Sinhala) should have studied English or Sinhala as a subject, Candidates applying for the post of Parliamentary Interpreter (Sinhala/Tamil/Sinhala) should have studied Sinhala or Tamil as a subject and Candidates applying for the post of Parliamentary Interpreter (English/Tamil/English) should have studied English or Tamil as a subject for the degree.**

*And*

Having passed G.C.E (Ordinary Level) Examination in six subjects in not more than two sittings, including credit passes for Mathematics and for the language which is not offered as a subject for the degree.

*And*

Not less than two years of post-qualifying experience in a language related field such as teaching, interpretation, translation or mass communication in a government or a recognized institution.

*And*

Ability to interpret from one language to the other language with equal ease is required.

- (b) Having passed G.C.E (Advanced Level) Examination in 04 subjects in one sitting (Old Syllabus) or in 03 subjects (New Syllabus) in one sitting.

*And*

Having passed G.C.E (Ordinary Level) examination in six subjects including credit passes for Mathematics and relevant languages in not more than two sittings.

**Candidates applying for the post of Parliamentary Interpreter (Sinhala/English/ Sinhala) should have credit passes for English and Sinhala, Candidates applying for the post of Parliamentary Interpreter (Sinhala/Tamil/Sinhala) should have credit passes for Sinhala and Tamil and Candidates applying for the post of Parliamentary Interpreter (English/Tamil/English) should have credit passes for English and Tamil.**

*And*

Not less than five years of post-qualifying experience in a language related field such as teaching, interpretation, translation or mass communication in a government or recognized institution.

*And*

Ability to interpret from one language to the other language with equal ease is required.

#### 4. Method of Recruitment

Recruitment will be made on the results of the tests conducted on simultaneous interpretation and translation and an interview.

- 4.1 (i) Practical Test  
(ii) Written test  
(iii) Interview

Marks will be given at the interview considering the following criteria

|      |   |
|------|---|
| i.   | Additional Education and Professional Qualifications                |
| ii.  | Language Proficiency  |
| iii. | Service Experience  |
| iv.  | Simultaneous Interpretation Skills and Performance at the Interview |

**Note: Candidates possessing qualifications under 3 (a) or (b) above should have the ability to interpret simultaneously between the languages in the relevant stream he/she applies for and experience in simultaneous interpretation is not compulsory.**

#### 5. Terms and Conditions of Services

- (i) This post is permanent. Pension entitlement pertaining to this post will be determined according to policy decisions taken by the Government in future. Appointment will be made subjected to a three-year (3) probation period. If a person who has been confirmed in a permanent, pensionable post in Government/Provincial Public Service is selected, he/she will be appointed subject to an acting period of one year.

- (ii) Selected candidates shall abide by the Financial and Departmental Regulations applicable to the staff of the Secretary-General of Parliament.
  - (iii) Selected candidates should contribute to Widows' and Orphans'/Widowers' and Orphans' Pension Fund from his/her salary with a percentage specified by the Government.
  - (iv) They will be subjected to a medical examination.
  - (v) A Security Clearance Report in respect of the selected candidate will be obtained prior to his/her appointment.
6. Applicants should attach the copies of the following certificates (not originals) to their applications and original certificates should be produced, only when called upon to do so.
- a. Birth Certificate.
  - b. Certificates confirming educational qualifications.
  - c. Certificates confirming professional qualifications.
  - d. Certificates confirming experience.
7. Applicants serving in the Public/Provincial Public Service should send their applications through relevant Heads of Departments/Institutions.
8. Canvassing in any form will be a disqualification for this post.
9. Any information in the application found to be incorrect disclosed before selection will render the applicant liable for disqualification, and to dismissal, if discovered after appointment.
10. Applications received after the closing date or sent without copies of the above mentioned certificates or not sent through Heads of Departments/ Institutions will be rejected. Applications sent through Heads of Departments/Institutions but received after the closing date, and applications not prepared in accordance with the specimen form will also be rejected.

KUSHANI ROHANADEERA,  
Secretary-General of Parliament.

Parliament of Sri Lanka,  
Sri Jayewardenepura Kotte,  
25th February, 2025.

## PARLIAMENT OF SRI LANKA

### Specimen Application Form

#### Post of Parliamentary Interpreter (...../ ...../ .....)

01. (a) Name with initials (in Sinhala/Tamil):.....  
.....  
(b) Names denoted by initials (in Sinhala/Tamil) : .....  
.....  
(c) Full Name (in block Capitals): Mr./Ms. ....  
.....
02. N.I.C No. 

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
03. (a) Private Address: .....  
.....  
.....  
Telephone No. 

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
- (b) Official Address: .....  
.....  
.....  
Telephone No: 

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
- (c) Please indicate the address the admission to be posted  
Private ☐ Office ☐
04. (a) Date of birth: .....(A copy of the birth certificate should be attached)  
(b) Age as at closing date for applications: Years: ..... Months: ..... Days: .....
5. Civil Status: (Married/Unmarried)
6. Gender: (Male/Female)
7. State whether a citizen of Sri Lanka: (Yes/No)
8. Educational Qualifications and Experience: (Copies of the certificates should be attached)

**For those who are applying under 3 (a) in the notice**

| Details of the Degree |          |            |      |
|-----------------------|----------|------------|------|
| Degree                | Subjects | University | Year |
|                       |          |            |      |
|                       |          |            |      |
|                       |          |            |      |

| G. C. E (O/L)  |      |      |
|----------------|------|------|
| Subject        | Pass | Year |
| English/ Tamil |      |      |

| Experience (Copies of the certificates should be attached) |      |         |
|--|------|---------|
| Institute  | Post | Service |
|  |      |         |

For those who are applying under 3 (b) in the notice

| G. C. E. (A/L) |      |      |
|----------------|------|------|
| Subject        | Pass | Year |
|                |      |      |
|                |      |      |
|                |      |      |
|                |      |      |

| G. C. E. (O/L) |      |      |
|----------------|------|------|
| Subject        | Pass | Year |
| Tamil          |      |      |
| English        |      |      |

| Experience (Copies of the certificates should be attached) |      |                |
|--|------|----------------|
| Institution  | Post | Service Period |
|  |      |                |

9. Professional Qualifications ( copies of the certificates should be attached ):

.....  
.....  
.....

10. Details of Present Employment:

- (a) Name and Address of the Institution: .....
- (b) Present Post: .....
- (c) Date of First Appointment: .....
- (d) Monthly basic Salary: .....
- (e) Allowances: .....
- (f) Gross Salary: .....

11. Have you been convicted for a criminal offence by a Court of Law? .....

If yes, give details: .....

12. Have you served under the Government before? .....

If yes, give details: .....

I do hereby certify that the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.

Date: .....

.....,  
Signature of the Applicant.

### **Certification of Head of Department/Institution**

**(Only for applicants serving in the Public Service/Provincial Public Service)**

Secretary-General of Parliament,

I recommend and forward the application of Mr/Mrs/Miss ..... holding the post of ..... in this Institution. I certify that he/she has been confirmed in the post. His/Her work and conduct are satisfactory and he/she has not been subjected to any disciplinary action and there is no intention to make such inquiry. He/she can be released/cannot be released from the service if selected for this post. (Please strike through the irrelevant words.)

.....,  
Signature of Head of Department/Institution.  
(Official Stamp)

Date: .....

02-231

## **PARLIAMENT OF SRI LANKA**

### **Vacancies - 2025**

APPLICATIONS are invited from citizens of Sri Lanka who are physically sound and of excellent moral character for the following posts of the staff of the Secretary General of Parliament.

Applications prepared in accordance with the specimen given below should be sent by registered post along with the copies of certificates of educational/professional and experience, to reach the "Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte" *on or before 17 March 2025*. (This information is available on the website: [www.parliament.lk](http://www.parliament.lk))

**Note: The post applied for should be indicated on the top left hand corner of the envelope.**

#### **1. Supervisor/Bill Clerk – [ 01 Vacancy]**

##### **1.1. Nature of the Job**

Perform duties related to the preparation of official bills, and supervision of matters related to housekeeping, gardening and supply of food and beverages at General's House, Nuwara Eliya.



**1.2. Monthly Salary Scale :**

According to the Schedule I of the Management Services Circular No: 06/2016 dated 07.11.2016, the monthly salary scale for this post is Rs. 32,330 - 3 x 380/ 10 x 445/4 x 660 - 40,560/-. (The minimum gross initial monthly remuneration together with all the allowances will be approximately Rs. 83,000/-)

**1.3. Age Limit :**

Should not be less than 18 years and not more than 35 years of age, as at the closing date of the application (The maximum age limit does not apply to applicants who are already confirmed in their post in the Public Service/ Provincial Public Service).

**1.4 Educational Qualifications, Professional Qualifications and Experience :**

**(a) Educational Qualifications :**

- i.) Having passed the G.C.E. (A/L) examination in four subjects (Old Syllabus) / three subjects (New Syllabus) in Commerce Stream in one sitting;  
And
- ii.) Having passed the G.C.E. (O/L) examination in six subjects including credit passes for Sinhala Tamil, Mathematics and English not more than in two sittings.  
And

**(b) Professional Qualifications :**

- i.) A certificate in basic level course in Housekeeping or Restaurant and Bar Service issued by the Sri Lanka Institute of Tourism and Hotel Management or any other institution recognized by the Government of a duration not less than five months;  
and
- ii.) A certificate in computer application issued by Vocational Training Authority (VTA) / National Apprentice and Industrial Training Authority (NAITA) or any other institution recognized by the Government of a duration not less than six months.  
And

**(c) Experience :**

Not less than two years' work experience in a Supervisory Level in a Holiday Bungalow/ Hotel approved by the Tourist Board.

***\*\*Note - Having not less than one year work experience as a Bill Clerk or in a similar position in a recognized institution will be an added qualification.***

**1.5 Method of Recruitment :**

Through a written test and an interview

**(a) Written test**

Applicants who meet the required qualifications for the above mentioned post will be required to undergo a written test. This test will assess the applicants' skills in areas related to the general knowledge, intelligence, and knowledge on bill and income/expenditure accounts preparation. The assessment will consist of one-hour written test, and will have a maximum attainable score of hundred (100) marks.

**(b) Interview**

An interview will be conducted by a Board of Interview appointed by the Secretary-General of Parliament, based on the following criteria. The maximum attainable score for the interview will be hundred (100) marks:

| Serial No. | Criteria                                     |
|------------|--|
| 1          | Educational and Professional Qualifications  |
| 2          | Subject Knowledge                            |
| 3          | Experience                                   |
| 4          | Personality and Performance at the interview |

**\*\*Note - This position falls under the category of bungalow workers and should be able to work 24 hours a day if required. There is no entitlement to overtime pay or additional allowances or salaries for working on public holidays.**

## 2. Post of Linen Room Attendant – [01 vacancy] :

### 2.1 Nature of the Job :

This role is expected to carry out duties attached to the Department of Catering and Housekeeping Services in relation to ensuring the cleanliness and maintenance of the uniforms of the staff of the Secretary-General of Parliament, curtains and other linen items.

### 2.2 Monthly Salary Scale :

According to the Schedule I of the Management Services Circular No: 06/2016 dated 07.11.2016, the monthly salary scale for this post is Rs.25,520-9x270/10x300/6x330- 32,930/- (The minimum gross initial monthly remuneration together with all the allowances will be approximately Rs.70,000/-)

### 2.3 Age Limit :

Should not be less than 18 years and not more than 30 years of age, as at the closing date of the application (The maximum age limit does not apply to applicants who are already confirmed in their post in the Public Service/ Provincial Public Service).

### 2.4 Educational Qualifications, Professional Qualifications and Experience :

- (a) Having passed the G.C.E. (O/L) examination in six subjects including credit pass for Sinhala/Tamil and pass for Mathematics and English not more than in two sittings.

*and*

A certificate of Knitting Technology issued by Sri Lanka Institute of Textile and Apparel or any other recognized institution;

*and*

Not less than one year post qualifying experience as a linen room attendant or laundry industry worker in a star class hotel approved by the Sri Lanka Tourism Board;

*or*

- (b) Having passed the G.C.E. (O/L) examination in six subjects including credit pass for Sinhala/Tamil and pass for Mathematics and English not more than in two sittings.

*and*

Not less than two years post qualifying experience as a linen room attendant or laundry industry worker in a star class hotel approved by the Sri Lanka Tourism Board

**\*\* In addition to the above qualifications, practical knowledge of sewing and knitting is mandatory.**

## 2.5 Method of Recruitment

Through a written/trade test and an interview

### (a) Written /Trade test

Applicants who meet the required qualifications for the above mentioned post will be required to undergo a written/trade test. These tests will assess the applicants' skills in areas related to linen storage, laundering, and sewing.

The assessment will consist of one-hour written/trade test. Each test will have a maximum attainable score of hundred (100) marks.

### (b) Interview

An interview will be conducted by a Board of Interview appointed by the Secretary-General of Parliament, based on the following criteria. The maximum attainable score for the interview will be hundred (100) marks:

| <i>Serial No.</i> | <i>Criteria</i>                              |
|-------------------|--|
| 1                 | Educational and Professional Qualifications  |
| 2                 | Subject Knowledge                            |
| 3                 | Experience                                   |
| 4                 | Personality and Performance at the interview |

## 3. Post of Garden Maintenance Assistant – [02 vacancy]

### 3.1 Nature of the Job

This role is expected to carry out duties attached to the Department of Catering and Housekeeping services in relation to the maintenance of the garden, trees, plants, lawns, and greenhouses, as well as maintaining the interior foliage and plant arrangements.

### 3.2 Monthly Salary Scale

According to the Schedule I of the Management Services Circular 06/2016 dated 07.11.2016, the monthly salary scale for this post is, Rs. 25,520-9x270/10x300/6x330- Rs. 32,930/-. (The minimum gross initial monthly remuneration together with all the allowances will be approximately Rs. 70,000/-).

### 3.3 Age limit

Should not be less than 18 years and not more than 30 years of age, as at the closing date of the application (The maximum age limit does not apply to applicants who are already confirmed in their post in the Public Service/ Provincial Public Service).

### 3.4 Educational Qualifications, Professional Qualifications and Experience

- (a) Having passed the G.C.E. (O/L) examination in six subjects including Sinhala/Tamil and Mathematics not more than in two sittings.

*and*

NVQ Level II certificate in Garden Maintenance/Nursery Management.

*and*

Not less than six months post qualifying experience in the field of Gardening/Garden Maintenance /Nursery Management.

**or**

- (b) Having passed the G.C.E. (O/L) examination in six subjects including Sinhala/Tamil and Mathematics not more than in two sittings.

*and*

Five years post qualifying experience in the field of Gardening / Garden Maintenance /Nursery Management in a Government Botanical Garden.

### 3.5 Method of Recruitment

Through a written/trade test, and an interview

(a) Written test and Trade test

Applicants who meet the required qualifications for the above mentioned post will be required to undergo a written and trade test. These tests will assess the applicants' skills in areas related to Gardening, Garden Maintenance and Nursery Management. The test will consist of a one-hour written test and a one-hour trade test. Each test will have a maximum attainable score of hundred (100) marks.

(b) Interview

An interview will be conducted by a Board of Interview appointed by the Secretary-General of Parliament, based on the following criteria. The maximum attainable score for the interview will be hundred (100) marks:

| <i>Serial No.</i> | <i>Criteria</i>                              |
|-------------------|--|
| 1                 | Educational and Professional Qualifications  |
| 2                 | Subject Knowledge                            |
| 3                 | Experience                                   |
| 4                 | Personality and Performance at the interview |

### 4. Terms and Conditions of Service

- (i) This post is permanent. Pension entitlement pertaining to this post will be determined according to policy decisions taken by the Government in future. Appointment will be made initially subject to a three-year (03) probation period. If an internal candidate who has been confirmed in the post of the staff of the Secretary-General of Parliament or a person who has been confirmed in a permanent post in the Public/ Provincial Public Service is selected, he / she will be appointed subject to an acting period of one year (01).
- (ii) The number of appointments to be made and the effective date of the appointments will be determined by the Secretary-General of Parliament. The Secretary-General of Parliament also retains the authority to decide not to fill any or all of the vacancies.
- (iii) Selected candidates will be subjected to the Financial and Departmental Regulations applicable to the staff of the Secretary General of Parliament.
- (iv) Selected candidates should contribute to the Widows' and Orphans'/Widowers' and Orphans' Pension Fund from his/her salary with a percentage specified by the Government.
- (v) Selected candidates will be subject to a medical examination.
- (vi) Security Clearance Reports with respect to the selected candidates will be obtained prior to his / her appointment.

5. Applicants should attach the copies (NOT ORIGINALS) of the following certificates to their applications, and originals of the certificates should be produced when called upon to do so.

- (i). Birth Certificate,
- (ii). Certificates of Educational Qualifications,
- (iii). Certificates of Professional Qualifications,
- (iv). Certificates of Experience.

6. Applicants serving in the Public/ Provincial Public Service should send their applications through relevant Heads of Departments / Institutions.

7. Canvassing in any form will be considered as a disqualification.
8. Any information in the application found to be incorrect disclosed before selection will render the applicant liable for disqualification, and to dismissal if discovered after appointment.
9. Applications received after the closing date or sent without copies of the above mentioned certificates or not sent through Heads of Departments/Institutions or applications not prepared in accordance with the specimen application will be rejected. Applications submitted through the Heads of Departments/Institutions received after the closing date will also be rejected.

KUSHANI ROHANADEERA,  
Secretary – General of Parliament.

Parliament of Sri Lanka,  
Sri Jayewardenepura Kotte,  
25th February, 2025.

**PARLIAMENT OF SRI LANKA**  
**Specimen Application Form**  
**Vacancies - 2025**

**Post of** -----

1. (a) Name with initials (in English) : .....  
(b) Names denoted by initials (in English) : .....  
(c) Full Name (in block Capitals) : (Mr./Mrs.) .....
2. National Identity Card Number : 

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3. (a) (i) Private Address : .....  
.....  
.....  
(ii) E-mail Address : .....  
(iii) Telephone No. : 

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(iv) Whatsapp No. : 

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|--|--|--|--|--|--|--|--|--|--|
- (b) (i) Official Address : .....  
.....  
.....  
(ii) Telephone No. : 

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|--|--|--|--|--|--|--|--|--|--|
- (c) Please indicate the address to which the admission should be posted.  
Private ☐ Office ☐

4. (a) Date of Birth : Year ..... Month..... Date .....  
(A copy of the birth certificate should be attached)
- (b) Age as at closing date for applications : Years ..... Month .....Days.....
5. Civil Status (Married/Unmarried) : .....
6. Gender (Male/Female) : .....
7. State whether a citizen of Sri Lanka : (Yes/ No)
8. Educational Qualifications: (*Copies of the certificates should be attached*)

| Examination  | Subject       | Pass | Year |
|--------------|---------------|------|------|
| G.C.E. (A/L) |               |      |      |
|              |               |      |      |
|              |               |      |      |
|              |               |      |      |
| G.C.E. (O/L) | Sinhala/Tamil |      |      |
|              | Maths         |      |      |
|              | English       |      |      |
|              |               |      |      |
|              |               |      |      |
|              |               |      |      |
|              |               |      |      |
|              |               |      |      |

9. Professional Qualifications (*Copies of the certificates should be attached*):

| Course | Institution | Effective date |
|--------|-------------|----------------|
|        |             |                |
|        |             |                |
|        |             |                |
|        |             |                |

10. Other Qualifications (*Copies of the certificates should be attached*)

.....

.....

.....

.....

11. Experience (*Copies of the Certificates should be attached*)

| <i>Institution</i> | <i>Post</i> | <i>Service Period</i> |
|--------------------|-------------|-----------------------|
|                    |             |                       |
|                    |             |                       |
|                    |             |                       |

12. Details of Present Employment:

- (a) Name of the Institution; : .....
- (b) Address of the Institution; : .....
- (c) Date of First Appointment; : .....
- (d) Present Post; : .....
- (e) Monthly basic salary; : .....
- (f) Allowances; : .....
- (g) Gross Salary; : .....

13. Have you been convicted for a criminal offence by a Court of Law? ( Yes / No)

If yes, give details : .....  
.....

14. Have you served under the Government before? ( Yes / No )

If yes, give details : .....  
.....

*I do hereby certify that all the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.*

Date : .....

.....,

Signature of the Applicant.

Certification of Head of Department/Institution

**Only for applicants serving in the Public Service/Provincial Public Service**

Secretary - General of Parliament,

I recommend and forward the application of Mr. / Mrs. /Miss ..... holding the post of ..... in this Institution. I certify that he/she has been confirmed/ not confirmed in this post and his/her work and conduct are satisfactory and that he/she has not been subjected to any disciplinary action or there is no intention to make such inquiry. He/she can be released/cannot be released from the service permanently/ temporarily if selected for this post. **(Please strike through the irrelevant words.)**

Date : .....

.....,

Signature of Head of Department/Institution,  
Official Stamp.

## PARLIAMENTARY BUDGET OFFICE

### Vacancies

IN terms of section 14 of Parliamentary Budget Office Act, No. 6 of 2023, applications are invited from citizens of Sri Lanka who are competent, honest, of high moral integrity and of good repute for the posts of “**Parliamentary Budget Officer**” and “**Deputy Parliamentary Budget Officer**” for the Parliamentary Budget Office.

The Parliamentary Budget Office was established with the intention of assisting the legislature in its performance of public finance responsibilities under the Constitution.

The Parliamentary Budget Office shall be independent, non-partisan, and exclusive of and protected from any political influence. It shall further be appropriately staffed with well qualified economists, and be tasked with producing high quality analysis and reports.

Applications should be sent under registered cover to reach the “**Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte**” on or before **31<sup>st</sup> March, 2025** indicating the post apply for on the top left corner of the envelope. (This notice is accessible *via* [www.parliament.lk](http://www.parliament.lk))

#### 1. Parliamentary Budget Officer

##### 1.1 Salary Scale:

The monthly salary scale specified for this post is 358,150 – 5X10,030 – 408,360/- (The minimum initial gross monthly remuneration together with all other allowances will be approximately Rs. 665,000/-)

##### 1.2 Age Limit:

Should be not more than 65 years of age by the closing date for applications

##### 1.3 Experience:

At least 15-years of experience in government budgeting, financial policy, fiscal policy, or macroeconomic analysis.

#### 2. Deputy Parliamentary Budget Officer

##### 2.1 Salary Scale:

The monthly salary scale specified for this post is 302,510 - 5X8,470 – 344,860/- (The minimum initial gross monthly remuneration together with all other allowances will be approximately Rs. 560,000/-)

##### 2.2 Age Limit:

Should be not more than 45 years of age by the closing date for applications.

##### 2.3 Experience:

At least 10-years in government budgeting, financial policy, fiscal policy, macroeconomic analysis, and/ or the expenditure management system in Sri Lanka.

#### 3. Educational Qualifications:

- A degree from a recognized university in a relevant field of study such as economics, business, finance, political science, or public administration.
- A post-graduate degree or significant experience in economics, public policy, management, business, or finance.



- Significant management experience at the senior executive level (in a private/public sector or a non-government/research organization); and
- Substantial experience leading high-level budgeting, economic, and/ or financial analyses, ideally related to the public sector.

**4. Skills and Competencies:**

- Knowledge of the Sri Lankan Government's budgeting process, expenditure management processes, and public sector management principles such as accountability and transparency.
- Significant understanding of the principles and practices of public finance, macro-economic and fiscal policy.
- Understanding of Parliament's constitutional responsibilities in relation to public finance and the role played by different parliamentary stakeholders.
- Capacity to navigate and respond to competing interests in complex, partisan situations in a manner that maintains individual and institutional independence.
- Ability to quickly synthesize and effectively communicate complex information in clear language to non-technical audiences and act as a spokesperson when interacting with the public, media, public institutions, parliamentarians, governments, and other organizations.

**5. Personal Attributes:**

- Integrity and high ethical standards.
- Impartiality and independence.
- Strategic thinker.
- Sound judgment and tact in partisan environments.
- Excellent interpersonal skills.
- Experience leading and managing high-performing teams.

**6. Method of Recruitment :**

On the merit of a structured interview

**7. Terms and Conditions of Service :**

Refer the Parliamentary Budget Office Act, No. 6 of 2023,  
<https://www.parliament.lk/uploads/acts/gbills/english/6298.pdf>

**8. Disqualifications :**

Refer the Parliamentary Budget Office Act, No. 6 of 2023,  
<https://www.parliament.lk/uploads/acts/gbills/english/6298.pdf>

9. Applicants should attach to their application, copies of the following certificates. Originals of the certificates should be produced when called upon to do so :-

- a) Birth Certificate;
- b) Certificates of Educational Qualifications;
- c) Certificates of Professional Qualifications;
- d) Certificates of Experience.

10. Applicants serving in the Public/ Provincial Public Service should send their applications through relevant Heads of Departments / Institutions.

11. Canvassing in any form will be a disqualification.

12. Applications received after the closing date will be rejected.

13. Applicants who applied for these positions under notifications dated 03.12.2023 and 05.04.2024 are not required to submit a new application, as the said applications are still under consideration.

Secretary,  
General of Parliament.

Parliament of Sri Lanka,  
Sri Jayewardenepura Kotte.  
28th February, 2025.

02-233

## Examinations, Results of Examinations & c.

### MINISTRY OF YOUTH AFFAIRS AND SPORTS

#### National Institute of Sports Science

#### Diploma in Sports - 2025/2026

APPLICATIONS are invited from suitably qualified candidates to follow the Diploma Course in Sports conducted in Sinhala medium by the National Institute of Sports Science of the Ministry of Youth Affairs and Sports. The applicants should be between 18-35 years of age (The upper age limit for those who are in Government Service should not exceed 45 years)

#### 01. Educational and Other Qualifications :

- 1.1. Should have passed G.C.E. Ordinary Level Examination in six (6) subjects with three (03) credits in not more than two sittings and two of the six subjects should be Sinhala or Tamil Language and Arithmetic or Mathematics.

In addition to the above, the applicants should have obtained :

- (a) Should have successfully completed a course in Sports or Physical Education which is not less than six (06) months from a recognized school.
- or*
- (b) Should have successfully completed a course in sports or Physical Education in a Training Institute or school of the Police, Armed Forces or Civil Defense Service ;

*or*

- (c) Should have served as a Teacher in Sports or Ground Instructor in a local government body or should have shown special performance in the field of sports with at least five (05) years experience.

*or*

- (d) Should be a member of a National Sports Team in any sports and should have participated in an International Competition.

*or*

- (e) Should have obtained first or second place of a District Level Competition in National Sports Festival conducted by the Ministry of Sports or first, second or third place in a National level competition conducted by a National Sports Association.

- 1.2. Applications which do not confirm to the specimen form will be rejected.

#### 02. Preparation of Application :

- 2.1. Candidates possessing the necessary qualifications mentioned above should submit their applications in a paper of 8" x13 1/2" in size as per specimen application form appearing at the end of this notice. Applications should be completed in applicant's own handwriting and sent by registered post to reach the Director, National Institute of Sports Science, 100/7, Independence Avenue, Colombo 07, on or before **28.03.2025**.

2.2. "Application for the Course of Diploma in Sports 2025/2026" should be written at the top left corner of the envelope containing the application.

2.3. Applicants from the government Service, Provincial Government Service, and Corporations should send their applications through the heads of their respective Departments/Institutions. The applications which do not confirm to this requirement will be rejected.

### 03. Selection of Candidates :

Out of the applications received, all candidates who have fulfilled required qualifications will be called for a written examination. The candidates who are successful at the examination will be called for an interview and a physical fitness practical examination. Those who are successful will be selected to follow the course.

### 04. Details of the Course :

4.1. Syllabus contains five sections as follows :

- (a) *General Theory of Training* :- Study of Physical Qualities, Skill Development Techniques & Strategies, Training Methods, Aspects of Planning, Principles of Training Load and Tests and a Viva voce examination.
- (b) Theory and Practical of at least ten major sports.
- (c) Specialization in Track and Field Athletics.
- (d) Within the duration of the Diploma course, specialization is required in one of sports for male and female candidates depending on the situation in addition to track and field athletics.
- (e) Knowledge of general subjects such as Sports Physiology, Sports Sociology, Sports Administration, Sports Statistics, Organizing Methods of Sports Festivals, Sports Medicine Sports Biochemistry, Sports Nutrition and Sports Psychology.

4.2. The duration of the course is 12 months.

4.3. Only applicants who are selected for this course should pay an amount of Rs. 60,000.00 as course fee to Bank of Ceylon Torrington Branch bearing number **7040742** with "**Secretary, Ministry of Sports and Youth Affairs**" as the account holders' name and on the receipt "NISSDIP 25/26" as the deposit requirement, before starting the course, A photo of the receipt should be sent to the email address **Diploma@niss.gov.lk**. The National Institute of Sports Science will not be responsible for the money of those who do not email their receipt.

Only candidates who have cleared the course fees will be admitted to the course. And if this amount is paid by cheque, the payee should be marked as "**Secretary, Ministry of Sports and Youth Affairs**". This amount is non-refundable for any reason.

4.4. The selected candidates are bound to follow the rules and regulations of the National Institute of Sports Science.

4.5. Candidates who complete the course successfully will be awarded with a certificate of "Diploma in Sports".

### 05. Other Conditions :

5.1. The Ministry does not hold responsibility to provide employment to those who complete the course.

5.3. Highest qualifications or required qualifications should be stated in the application and any data/details provided thereafter will not be entertained.

5.4. Any matter which is not specified in this notice will be decided at the discretion of the Director of the National Institute of Sports Science.

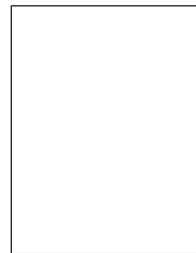
Director,  
National Institute of Sports Science.

No. 100/7, Independence Avenue,  
Colombo 07,  
31st January, 2025.

## SPECIMEN APPLICATION FORM

**National Institute of Sports Science**

**Diploma in Sports - 2025/2026**



Passport size photo

1. (I) Full Name : Mr./Mrs./Miss : .....

(II) Name with Initials : .....

(III) Full Name (In English Block Capitals) :

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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(IV) National Identity Card No. :

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2. Address :

(I) Private : .....

(II) Official : .....

(III) WhatsApp No. : .....

(IV) Telephone Official : ..... Telephone Private : .....

3. Date of Birth :

Year :

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Month :

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Date :

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Age on 28.03.2025 :

Years :

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Months :

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Days :

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4. State whether a Citizen of Sri Lanka : .....  
(by descent or by registration) : .....

5. (I) Sex : .....

(II) Marital Status : .....

6. Whether you are employed or not ? : .....

(I) Post : .....

(II) Duration of the Service : .....

(III) Place of Employment : .....

7. Educational qualifications :

(i) G.C.E. (Ordinary Level) :

Year :

Exam No. : .....

| <i>Subjects</i> | <i>Grade</i> | <i>Subjects</i> | <i>Grade</i> |
|-----------------|--------------|-----------------|--------------|
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(ii) G.C.E. (Advanced Level) :

Year :

Exam No. : .....

| <i>Subjects</i> | <i>Grade</i> |
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(iii) Other Educational Qualifications (Highest Exam/Degree) :

Year :

Exam No. : .....

| <i>Subjects</i> | <i>Grade</i> |
|-----------------|--------------|
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8. Achievements in Sports : (Please include your Certificates of Highest achievements and special abilities - Please attach the photo copies)

1. Performance over 16 years of age at National School Competitions :-

.....  
.....

2. Performance at National Sports Festival District/Provincial/National :-

.....  
.....

3. Performance at National Competitions conducted by National Sports Associations :-

.....  
.....

4. Participation in International Sports Competitions :-

.....  
.....

9. (I) According to the *Gazette* notification, please state, under which qualification category of 1.1 that you are eligible to apply for the course.

| a | b | c | d | e |
|---|---|---|---|---|
|   |   |   |   |   |

(II) Give details of qualifications relevant to the category stated above :

.....  
.....

10. Any other special remarks :

.....

11. Whether you are prepared to pay a course fee of Rs. 60,000.00 if selected :

.....

I, certify that the particulars given above are true and correct. I am aware that if the Particulars furnished by me are found to be false or incorrect, I am liable to be disqualified and removed from the course.

Date : .....

.....,  
Applicant's Signature.

**For Government/ Local Government/ Corporation Employees only :**

Director,  
National Institute of Sports Science :

I recommend herewith the application of Mr./Mrs./Miss .....  
employee of ..... working as .....  
And I also agree to release him / her from the post he / she hold for the period of the course in the event of being selected.

Address : .....

Date : .....

.....  
Signature of the Certifying Officer.  
(Confirmation with the rubber frank)

Name of the Certifying Officer : .....

Designation : .....

## **THE CHITHTHA ADVANCED PSYCHOLOGICAL STUDIES OPEN INSTITUTE OF SRI LANKA**

**(Arrangements have been made to incorporate under the Parliament Act, Bill No. 105 of 2022)**

### **HIGHER NATIONAL DIPLOMA IN CLINICAL HEALTH PSYCHOLOGY & PROFESSIONAL COUNSELLING PRACTICES**

**(2025 - FIRST BATCH)**

APPLICATIONS are invited from those who are aspiring to pursue the Higher National Diploma in Clinical Health Psychology & Professional Counselling Practices at The Chiththa Advanced Psychological Studies Open Institute of Sri Lanka. Those who are completing the course can apply for the membership from the College of Psychological Counsellors.

**Qualifications :** Should have completed a one year Diploma in Applied Psychology and Practices from the Chiththa Advanced Psychological Studies Open Institute of Sri Lanka or a one year Diploma in Psychology/ Applied Psychology/ Counselling from a recognized National University, be over 18 years of age as on 01.02.2025, be of good character and good health and must pass the interview.

**Nature of Course :** Theoretical lectures are delivered through online and online links to additional readings, including PDF tutorials will be provided during the lectures. Clinical training (under Clinical Psychologists) will be provided on-site.

**Medium :** English or Sinhala

**Course Duration :** An eighteen month part time course

**Course fees and Student Registration Fees :** The total course fee for the students of the Chiththa Advanced Psychological Studies Open Institute of Sri Lanka is Rs. 36,000.00 (Rs. 2,000 per month). The total course fee for the external applicants is Rs. 54,000 (Rs. 3,000 per month). A student registration fee of Rs. 1,000.00 should pay when the student registration.

#### **How to Apply for the Course :**

Diploma holders of the Chiththa Advanced Psychological Studies Open Institute of Sri Lanka should send a photograph of their student ID card, while external applicants should send a photograph of their Psychology/ Applied Psychology/ Counselling Diploma certificate and

3. All applicants should send a photograph of the front and rear of their National Identity Card to 070-4191660 (WhatsApp number)

**The last date for enrolling students for the course : 23/03/2025**

**For more information :** Can inquire through the phone number 032 313 7500 at Office hours from 8.30 a.m. 4.30 p.m.

Senior Registrar,  
The Chiththa Advanced Psychological Studies Open  
Institute of Sri Lanka.

02-200