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

අංක 2,039 – 2017 සැප්තැම්බර් මස 29 වැනි සිකුරාදා – 2017.09.29

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(Published by Authority)

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

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

	PAGE	PAGE
Post - Vacant ... ..	2168	Examinations, Results of Examinations &c. ... 2177

**Note.**— Sri Shakyasingharama Viharastha Karyasadhaka Sanvidanaya (Incorporation) Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of September 22, 2017.

#### 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 20th October, 2017 should reach Government Press on or before 12.00 noon on 06th October, 2017.

#### 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*.”

GANGANI LIYANAGE,  
Government Printer (*Acting*).

Department of Govt. Printing,  
Colombo 08,  
01st January, 2017.

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.

## Posts – Vacant

### PUBLIC SERVICES COMMISSION

#### Ministry of Labour, Trade Union Relations and Sabaragamuwa Development

#### RECRUITMENT ON OPEN BASIS FOR THE POST OF LEGAL OFFICER OF GRADE III OF EXECUTIVE SERVICE CATEGORY

APPLICATIONS are called from suitably qualified Sri Lanka Citizens who have fulfilled the qualifications set out in this notice for one vacancy in the post of Legal Officer of the Ministry of Labour, Trade Union Relations and Sabaragamuwa Development.

#### 01. Method of recruitment.–

A board of interview appointed by the Public Services Commission will conduct a structured interview for applicants who have fulfilled the qualifications set out in the notice and recruitment will be made on the merit of the aggregate of marks obtained at the structured interview in accordance with the marking procedure approved by the Public Services Commission. The date on which the appointment will be effective will be determined by the Public Services Commission.

#### 02. Required qualifications :

##### 2.1 Educational/ Professional qualifications :

- (i) A degree in law from a University recognized by the University Grants Commission

or

- (ii) Should have taken oaths as an attorney at law of Supreme Court

##### 2.2 Experience :

- (i) Active professional experience of not less than 03 years as an attorney at law after taking oaths as an attorney at law of Supreme Court (The period during which the experience was gained, date and official seal shall be clearly indicated in the documents corroborating the active professional experience)

##### 2.3 Physical Fitness :

Every candidate should have adequate physical and mental fitness to serve in any part of the island and discharge his or her duties.

#### 2.4 Other Qualifications :

- (i) Should be a Citizen of Sri Lanka.
- (ii) Should be of excellent moral character.
- (iii) Qualifications should have been completed in every respect on the date specified in the notification calling for applications as the date on which the required qualifications for the recruitment to the post should be completed.

#### 3. General Terms and Conditions of Employment :

- (i) This post is permanent. You shall be liable to policy decision to be taken in future by the government in respect of your pension entitlement.
  - (ii) This post is subject to a probation period of 03 years.
  - (iii) Should pass the first efficiency bar examination as stated in the recruitment procedure before the lapse of 03 years from the date of appointment.
  - (iv) In terms of the provisions of Public Administration Circular No. 1/2014 dated 21.01.2014 and the circulars incidental thereto, the applicant should confirm that he/she has obtained the relevant Language Proficiency in respect of the Official Languages within 5 years from the date of recruitment and officers who joined the service in a medium which is not an official language should acquire the required Official Language proficiency within the probationary period.
  - (v) This appointment is subject to the general conditions governing the appointments in public service, procedures and rules of Public Service Commission, Financial Regulations, provisions of Establishments Code and amendments thereto, the Financial Regulations and departmental and other orders.
4. **Age Limit.**– Shall be not less than 21 years and not more than 45 years as at the closing date of the applications.
5. **Salary Scale.**– As per Public Administration Circular No. 03/2016, the monthly salary scale relevant to this post is Rs.47,615 – 10x1335 – 8x1630 – 17 x 2,170 - 110,895. (Your salary will be paid in accordance with the provisions of the said circular and as mentioned in the schedule II appended thereto.)

6. The marking scheme given below will be the basis for the structured interview :

	<i>Subject</i>		<i>Maximum Marks</i>
01	<b>Additional Educational Qualifications</b> Degree in law from a university recognized by the University Grants Commission <ul style="list-style-type: none"> <li>- First class pass</li> <li>- Second class upper pass</li> <li>- Second class lower pass</li> <li>-</li> </ul> For a first class pass in the final year of Law College For a second class pass in the final year of Law College <i>Note.-</i> 10 marks should only be awarded if the final examination has been passed with honours) (Marks will be awarded only for the highest qualification – Either for the degree or qualifications from Law College)	20 15 10  15 10	20
02	<b>Additional Professional Qualifications</b> For a post graduate diploma or a post law diploma in the relevant field of a duration of not less than one year awarded by an institute recognized by the University Grants Commission. (05 marks for each Diploma) For a diploma of not less than 06 month's duration in the relevant field awarded by an institute recognized by the government (03 marks for each diploma) For a certificate course of not less than 03 month's duration in the relevant field conducted by an institute recognized by the government (02 marks for each course)		15
03	<b>Additional Experience</b> Experience as an attorney at law in the public service or the private sector – More than 06 months and less than a year – 02 marks Maximum marks of 30 with 05 marks per year ( Except for the 03 year period of service as an attorney at law required for obtaining basic qualifications) (Additional experience should be corroborated through a certificate obtained from an attorney at law with a period of service of not less than 20 years or a President's Counsel or a Judge)		30
04	<b>Knowledge on Information Technology</b> For studying Information Technology as a major subject for a degree of a University recognized by the University Grants Commission. For a diploma course on Information Technology of 1500 hours/ of not less than 01 year in an institute recognized by the government. A certificate course on Information Technology in an institute recognized by the government. <ul style="list-style-type: none"> <li>- 06 months/ 720 hours</li> <li>- 03 months/ 360 hours</li> </ul>	15 10  07 05	15

	<i>Subject</i>		<i>Maximum Marks</i>
05	<p>Proficiency in English Language</p> <p>Post graduate degree/degree/post graduate law degree/ law degree in English medium (All the relevant question papers should have been answered in English medium)</p> <p>For a Diploma in English Language in a University recognized by the University Grants Commission or a recognized government institute. (One year or 1500 hours)</p> <p>For a certificate course in English Language in a university recognized by the University Grants Commission or a recognized government institute</p> <p>- 06 months/ 720 hours</p> <p>- 03 months/ 360 hours</p>	<p>15</p> <p>10</p> <p>07</p> <p>05</p>	15
06	<b>Performance at the interview</b>		05
	<b>Total</b>		<b>100</b>

7. *Identity of the candidate :*

- 7.1 Only those candidates who have perfected the application in every respect will be called for the structured interview.
- 7.2 Originals of all certificates and testimonials and duly prepared copies thereof shall be produced at the interview.
- 7.3 Candidates shall produce one of the following identification documents at the interview to prove their identity.
- (i) National Identity Card issued by the Department of Registration of Persons
  - (ii) Valid passport
  - (iii) Valid driving license

8. *Mode of application :*

- 8.1 Applications shall be forwarded under the registered cover on or before 30.10.2017 to the following address. Applications received after the closing date will be rejected.
- Secretary,  
Ministry of Labour, Trade Union Relations and Sabaragamuwa Development  
Second Floor  
Labour Secretariat  
Narahenpita  
Colombo- 05.
- 8.2 The application form should be in conformity with the specimen attached to this notification. It should be prepared on a paper of A4 size in such a manner that item number 01 to 11 appear on the first page and item numbers 12 to 16 on the second page and should be filled clearly by the applicant's own hand writing. The words "**Application for the post of Legal Officer**" shall be clearly written on the top left hand corner of the envelope containing the application.
- 8.3 Applications which are not in conformity with the specimen attached to this notification will be rejected. No complaints will be entertained in relation to lost or delayed applications.
- 8.4 The signature of the applicant should be attested by a Principal of a Government School/ Justice of the Peace/ Commissioner of Oaths/ Attorney at Law/ Notary Public/ a Commissioned Officer of the three armed forces/ an Officer holding a Gazetted Post in the Police Service or a Government Officer drawing a monthly consolidated salary greater than Rs. 37,522.

8.5 Applicants who are already in the Public Service should forward their applications through the head of the Department of the Department they are currently attached to.

9. *Submission of false information.*—If any information mentioned by the candidate in the application is found to be false or incorrect before recruitment, his/her candidature will be cancelled. If any such false or incorrect information is found after the recruitment, action will be taken to dismiss him/her from public service subject to relevant legal procedures.

By order of the Public Services Commission,

S. A. NIMAL SARANATISSA,  
Secretary,  
Ministry of Labour, Trade Union Relations and  
Sabaragamuwa Development.

Labour Secretariat,  
Narahenpita,  
Colombo- 05.

MINISTRY OF LABOUR, TRADE UNION RELATIONS & SABARAGAMUWA DEVELOPMENT

APPLICATION FOR RECRUITMENT TO THE POST OF LEGAL OFFICER

S. No.	
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For office use only

01. (i) Name in full: Mr/Mrs/ Miss :\_\_\_\_\_.  
(In English block letters)  
(ii) Name with initials :\_\_\_\_\_.  
(iii) Names denoted by initials :\_\_\_\_\_.  
(In Sinhala/Tamil)

02. Permanent Address :\_\_\_\_\_.

03. Temporary Address :\_\_\_\_\_.

04. Gender :

Male -0/ Female -1

(Indicate the relevant number in the box) ☐

05. Civil Status :

(Tick off the relevant box)

Married		Single	
---------	--	--------	--

06. Citizenship :\_\_\_\_\_.

07. Citizenship whether by birth or registration :\_\_\_\_\_.

08. National Identity Card Number :

--	--	--	--	--	--	--	--	--	--

09. Telephone No. : Fixed

--	--	--	--	--	--	--	--	--	--

Mobile

--	--	--	--	--	--	--	--	--	--

10. (i) Date of Birth : Year  Month  Date

(ii) Age as at the closing date of applications : Years  Months  Days

11. Qualifications :

11.1 Educational Qualifications :

(i) Effective date of the degree :\_\_\_\_\_.

(ii) University/Institution :\_\_\_\_\_.

(iii) Degree :\_\_\_\_\_.

12. Professional qualifications and experience :

- (i) Experience as a lawyer in the Supreme Court :\_\_\_\_\_.
- (ii) \_\_\_\_\_.
- (iii) \_\_\_\_\_.
- (iv) \_\_\_\_\_.

13. Have you been accused of any criminal offence? Yes / No

- (i) If 'yes', the date and case number and all other relevant information :\_\_\_\_\_.

14. Declaration of the applicant :

I hereby declare that the information furnished by me in this application is true and correct. I am aware that my application will be rejected if any information is proved to be untrue or incorrect before my being selected for the post and if it is proved to be untrue or incorrect after my being selected, I shall be subject to dismissal from the post without any compensation.

\_\_\_\_\_,  
Signature of the applicant.

Date :\_\_\_\_\_.

15. Attesting the signature of the applicant :

I certify that Mr./ Mrs./ Miss ..... who is submitting this application is known to me personally and he/she placed her signature in my presence on .....

\_\_\_\_\_,  
Signature of the attesting officer.

Date :\_\_\_\_\_.

16. Certification and recommendation of the Head of the Department.(Should be completed by officers already in the public service) :

I hereby certify that this applicant Mr. / Mrs. / Miss. .... is serving in this Department/ Ministry as ..... and that his/ her work and conduct is satisfactory and that all the information furnished by him is correct and I agree to release him from his/ her current post if selected for this post.

\_\_\_\_\_,  
(Signature of the Head of Department)

Date :\_\_\_\_\_.

Name in full :\_\_\_\_\_.

Post :\_\_\_\_\_.

Address :\_\_\_\_\_.

(Shall be certified with official seal)



## MINISTRY OF HEALTH, NUTRITION AND INDIGENOUS MEDICINE

### Recruitment to Posts in Segment 1 of Field/Office Based Officers Category of the Department of Sri Lanka Ayurveda - Open

APPLICATIONS are invited from those who satisfy following qualifications by 29.10.2017 for recruitment under Scheme of Recruitment to the posts in Segment 1 of Field/Office Based Officers Category of the Department of Ayurveda as approved by the letter No. PSC/EST/03-01-13-2015 of 07.03.2017 of the Secretary to the Public Service Commission for following posts remaining vacant in the cadre approved for Bandaranaike Memorial Ayurveda Research Institute functioning under the purview of the Department of Ayurveda.

<i>Post</i>	<i>No. of Vacancies</i>
Research Officer (Botanical)	01
Research Officer (Biotechnology)	01
Research Officer (Agriculture)	01
Research Officer (Plant Science)	01
Research Officer (Pharmacognosy)	01
Research Officer (Pharmaceutical)	01
Research Officer (Medical Chemistry)	01
Research Officer (Bio Chemistry)	01
Research Officer (Food Science)	01
Research Officer (Quality Control)	01
Research Officer (Human Biology)	01
Research Officer (Analysis)	01
Research Officer (Chemistry)	01
Research Officer (Molecular Biology)	01
Research Officer (Toxicology)	01
Research Officer (Medical Micro Biology)	01
Research Officer (Bio Physiology)	01
Research Officer (Social Sciences)	01

Recruitment will be made from the open stream in the above recruitments only when there are no applicants who satisfy qualifications required to be recruited out of the limited stream.

1. *Salary :*

1.1 Salary Code - MN6-3/2016

1.2 Salary Scale - Rs. 36,585 -10x660 - 11x755 -15x930 - Rs. 65,440.

2. *Grade of Recruitment.*- Grade II.

3. *Educational Qualifications.*- Passing out of a university recognized by the University Grants Commission with a First Class or a Second Class (Upper Division) or a Second Class (Lower Division) in BSc. (Special) Degree and obtaining a Postgraduate Degree in the relevant stream.

<i>Designation</i>	<i>Qualifications</i>
Research Officer (Botanical)	Subjects pertaining to the Degree - Botany/Forestry/Environmental Science Subjects pertaining to the Postgraduate Degree - Zoology/Forestry/Environmental Science/having read for a postgraduate degree on the use of Medicinal plants
Research Officer (Biotechnology)	Subjects pertaining to the Degree - Bio Chemical/Molecular Biology/Cell Biology Subjects pertaining to the Postgraduate Degree - Bio Chemical and Molecular Biology/Cell Biology having read for a postgraduate degree on Bio Technology

<i>Designation</i>	<i>Qualifications</i>
Research Officer (Agriculture)	Subjects pertaining to the Degree - Agriculture/Agro Science Subjects pertaining to the Postgraduate Degree - Agriculture/Agro Science/ having read for a postgraduate degree on Agricultural Biology
Research Officer (Plant Science)	Subjects pertaining to the Degree - Zoology/Plant Science Subjects pertaining to the Postgraduate Degree - Zoology/Plant Science/Plant Physiology/having read for a postgraduate degree on the use of Medicinal plants
Research Officer (Pharmacognosy)	Subjects pertaining to the Degree - Chemistry/Biological Chemistry/Analytical Chemistry Subjects pertaining to the Postgraduate Degree - Chemistry/Biological Chemistry/Analytical Chemistry/having read for a postgraduate degree on the use of medicinal plants
Research Officer (Pharmacist)	Subjects pertaining to the Degree - Subjects pertaining to the Pharmacy Postgraduate Degree Subjects pertaining to the Postgraduate Degree - Chemistry/Biological Chemistry/ Analytical Chemistry having read for a postgraduate degree on Medical Chemistry
Research Officer (Medical Chemistry)	Subjects pertaining to the Degree - Chemistry/Analytical Chemistry/Medical Chemistry Subjects pertaining to the Postgraduate Degree - Chemistry/Analytical Chemistry/ having read for a postgraduate degree on the use of medicinal plants together with Medical Chemistry
Research Officer (Bio Chemistry)	Subjects pertaining to the Degree - Chemistry Biological Chemistry Subjects pertaining to the Postgraduate Degree - Chemistry/Biological Chemistry/Analytical Chemistry/Plant Science/Medical Chemistry/having read for a postgraduate degree on Applied Organic Chemistry
Research Officer (Chemistry)	Subjects pertaining to the Degree - Chemistry /Biological Chemistry/Analytical Chemistry Subjects pertaining to the Postgraduate Degree - Biological Chemistry/having read for a postgraduate degree on Applied Organic Chemistry
Research Officer (Food Science)	Subjects pertaining to the Degree - Food Science and Technology/Food Science and Nutrition Subjects pertaining to the Postgraduate Degree - Food Science and Technology/ having read for a postgraduate degree on Food Science and Nutrition
Research Officer (Quality Control)	Subjects pertaining to the Degree - Chemistry/Environmental Science Subjects pertaining to the Postgraduate Degree - having read for a postgraduate degree on Quality Control
Research Officer (Human Biology)	Subjects pertaining to the Degree - Human Biology Subjects pertaining to the Postgraduate Degree - Human Biology/Physiology/ having read for a postgraduate degree on Biological Science
Research Officer (Analysis)	Subjects pertaining to the Degree - Chemistry/Analytical Chemistry/Biological Chemistry/Medical Chemistry subjects pertaining to the Postgraduate Degree - Analytical Chemistry/having read for a postgraduate degree on Medical Chemistry.
Research Officer (Molecular Biology)	Subjects pertaining to the Degree - Bio Chemistry and Molecular Biology subjects pertaining to the Postgraduate Degree - having read for a postgraduate degree on Molecular Biology
Research Officer (Toxicology)	Subjects pertaining to the Degree - Chemistry/Analytical Chemistry/Biological Chemistry Subjects pertaining to the Postgraduate Degree - having read for a postgraduate degree on Toxicology

<i>Designation</i>	<i>Qualifications</i>
Research Officer (Medical Microbiology)	Subjects pertaining to the Degree - Microbiology Subjects pertaining to the Postgraduate Degree - having read for a postgraduate degree on Medical Microbiology
Research Officer (Social Science)	Subjects pertaining to the Degree - Social Science Subjects pertaining to the Postgraduate Degree - having read for a postgraduate degree on Human Social Science
Research Officer (Bio Physiology)	Subjects pertaining to the Degree - Physiology/Bio Physiology Subjects pertaining to the Postgraduate Degree - Physiology/Bio Physiology/ having read for a postgraduate degree on Medical Physiology

4. *Vocational Qualifications.*- Particular attention will be paid on officers with experience in the relevant field.

5. *Experience.*- Should have received professional experience on the relevant field.

6. *Physical Qualifications.*- Every applicant should possess physical and mental fitness required for serving in any area in Sri Lanka and to perform duties of the post.

7.0 *Other :*

- (i) Should be a citizen of Sri Lanka,
- (ii) Applicants should possess an excellent character,
- (iii) Should have satisfied, in every respect, all qualifications required to be satisfied for recruitment to the post by the date specified in the notification calling applications/*Gazette*.

8. *Age :*

8.1 Minimum limit - not below 21 years

8.2 Maximum limit - not above 35 years.

9. *Method of recruitment.*- Recruitment on total marks obtained at the written examination and interview conducted to evaluate aptitude :

9.1 Written examination :

<i>Subject</i>	<i>Maximum Marks</i>	<i>Pass Marks</i>
Aptitude	100	40%
Knowledge on profession related subject	100	40%

9.2 Conducting Authority - by an institution approved by the Commissioner General of Examinations or Commissioner of Ayurveda

Aptitude evaluation interview

<i>Heads on marking</i>	<i>Maximum limit of marks</i>	<i>Minimum marks considered for selection</i>
Additional educational qualifications	25	Not applicable
Professional qualifications	20	
Professional experience	20	
Computer skills	15	
Language proficiency	15	
Skill exhibited at the interview	05	
	100	

**Note :**

1. The Appointing Authority will approve a comprehensive marking scheme for each interview for evaluation within maximum limits of marks allocated for key areas of marking appearing in the above table.
2. Recruitment to the post will be made by calling applicants who score highest marks at the written examination to an aptitude testing interview and on merit order of total marks scored at the written examination and aptitude testing interview and the number of available vacancies.

10. *Method of calling applications.* - By publishing in Government Gazette or by public press advertisements and publishing in the website.

Those applicants who satisfy the above qualifications should send their applications prepared in keeping with the specimen given below by registered post to reach Commissioner of Ayurveda before 29.10.2017 "Post of Field/Office Based Officer - Category of Segment 1 of the Department of Ayurveda" should be written on top left hand corner of the envelope containing applications. It is further informed that false or incomplete applications will be rejected. (Further information may be found from the website [www.ayurveda.gov.lk](http://www.ayurveda.gov.lk))

M. D. M. D. KARUNATHILAKA,  
Commissioner of Ayurveda.

Navinna,  
Maharagama,  
29th September, 2017.

RECRUITMENT TO THE POSTS OF SEGMENT 1 SERVICE CATEGORY OF OFFICE/FIELD BASED  
OFFICERS OF THE DEPARTMENT OF AYURVEDA - OPEN

1. Name with initials :\_\_\_\_\_.
2. Full name :\_\_\_\_\_.
3. (i) Permanent Address :\_\_\_\_\_.  
(ii) Telephone No. :\_\_\_\_\_.
4. National Identity Card No. :\_\_\_\_\_.
5. Date of Birth :\_\_\_\_\_.
6. Educational Qualifications :

<i>Degree</i>	<i>University</i>	<i>Date of Completion of the Degree</i>	<i>Subjects taken</i>
			1.
			2.
			3.

7. Professional qualifications :

<i>S/No.</i>	<i>Course title</i>	<i>Institution</i>	<i>Duration</i>
1			
2			

\* Annex certified copies of certificates.

8. Particulars of experience in the relevant field :

<i>S/No.</i>	<i>Field of experience</i>	<i>Duration</i>	<i>Institution</i>
1			
2			

9. Other Qualifications :\_\_\_\_\_.

I certify that information I have furnished here are true.  
I am aware that I may be disqualified if any information contained herein is revealed to be incorrect or false before selection and be dismissed from service if so revealed after my appointment. Further, I also declare that I will be subject to rules and regulations imposed by Secretary to the Ministry of Health, Nutrition and Indigenous Medicine on conducting the examination and to decisions taken on release of examination results.

\_\_\_\_\_,  
Signature.

Date : \_\_\_\_\_.

*Attestation of Signature :*

I affirm that Mr./Mrs./Miss .....  
who is submitting this application has placed his/her signature before me on .....

\_\_\_\_\_,  
Signature of the Attester.

Date : \_\_\_\_\_.

Full name of the attester : \_\_\_\_\_.

Post : \_\_\_\_\_.

Address : \_\_\_\_\_.

(Please place the official stamp)

*Attestation of signature.-* Signature of the applicant appearing in the application should be attested by a Principal of a Government School or a Justice of Peace or an Attorney-at-Law or a staff officer of Public Service.

09-817

## THE FINANCE COMMISSION

### **Applications are invited from Sri Lankan Nationals with the following qualifications for 4 posts of Driver in primary level-skilled service category III of the Finance Commission**

THIS refers to the *Gazette* Notification Number 2037 and dated 15.09.2017 of the Democratic Socialist Republic of Sri Lanka.

02. The Tamil medium application in relation to the above mentioned posts of Driver can be downloaded from the Web site of the Department of Government Printing ([www.documents.gov.lk](http://www.documents.gov.lk)).

03. The deadline for submitting applications has been extended up to 06th of October, 2017.

04. The other particulars of recruitment notice remain unchanged.

A. D. M. U. D. B. TENNAKOON,  
Secretary,  
The Finance Commission.

21st of September, 2017.

09-892

## Examinations, Results of Examinations & c.

### **OPEN/ LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF THE SRI LANKA PLANNING SERVICE – 2017**

THE term “service” in this notification means the Sri Lanka Planning Service (S.L.P.S)

#### **1. Date of Examination :**

The examination will be held in January 2018 in Colombo and Jaffna, by the Commissioner General of Examinations. Public Service Commission reserves the right to postpone or cancel this examination.

#### **2. Number of employees to be appointed and the date of appointment :**

This will be determined in terms of the orders of the Public Service Commission.

#### **3. Condition of Service :**

A candidate, selected subject to the General Conditions which govern the appointments of the public service, conditions prescribed in the Minute of Sri Lanka Planning Service published in the *Gazette* Extraordinary of Democratic Socialist Republic of Sri Lanka No. 1670/32 dated 10th September 2010, and the amendments made or will be made to the said Minute in the future, will be appointed to Grade III of Sri Lanka Planning Service. You are subjected to the policy decisions taken by the government with regard to the pension scheme you are entitled to.

#### **4. Structure and monthly Salary scale**

Monthly Salary scale as per SL 1-2016 of Public Administration Circular No. 03/2016 dated 01.01.2016,

**The monthly salary scale:-**

SL I- 2016 – Rs.47,615-10X 1335-8X1630-17X2170-  
Rs.110,895/-

(The salary is paid in line with the provisions in Public Administration Circular 03/2016 dated 25.02.2016 as mentioned in Schedule II of the same)

**5. Qualifications:****5.1 Open Competitive Examination****(a) Educational Qualifications:**

- (i) Having obtained a degree with a first or second class from a university recognized by the University Grants Commission

Or

- (ii) Having obtained a degree from a university recognized by the University Grants Commission and a Post Graduate Diploma in a course of which the duration is not less than one year, awarded by a university recognized by University Grants Commission or by a training institution established by a Parliament Act.

**(b) Physical Fitness:**

Every candidate should be physically fit in all aspects to serve in any part of Sri Lanka.

**(c) Other Qualifications:**

- (i) Should be a citizen of Sri Lanka  
(ii) Should be of a good moral character  
(iii) No candidate will be allowed to sit for Open Competitive Examination more than twice  
(iv) Any person holding priesthood in any religious sect will not be eligible to sit for this examination  
(v) A person will be treated as eligible to sit for the competitive examination for appointment to the service, only if the candidate has fulfilled all required qualifications referred to in Para 5.1 (a) as at 29th September 2017 (date on which the notification is published on the *Gazette*).

**(d) Age:**

Age should be not less than 22 years and not over than 28 years as at 29th September 2017 (date on which the notification is published on the *Gazette*).

**(e) Written Examination (Please See Appendix I)**

<i>Subjects</i>	<i>Maximum Marks</i>	<i>Pass Marks (Minimum)</i>
Comprehension	100	40
Intelligence Test	100	40
General Awareness	100	40

**5.2 Limited Competitive Examination**

- (a) Educational Qualifications:** Having obtained a degree from a university recognized by the University Grants Commission

**(b) Experience:**

Should have not less than five years of uninterrupted, permanent and satisfactory period of service in a permanent post in a Government or Provincial Government Service which carries a salary scale of MN-1-2016 or above and should possess qualifications set out in (a) above on or before the date of publishing of this notification.

Further, of the officers who have been appointed to Grade II, Class II of Sri Lanka Planning Service on supernumerary basis as per the approval of the Cabinet of Ministers dated 10.06.2009 with regard to the Cabinet Paper No. : 09/0967/306/061 and absorbed in to Grade III of Sri Lanka Planning Service may also apply for the limited examination

**(c) Physical Fitness :**

Every candidate should be physically fit in all aspects to serve in any part of Sri Lanka.

**(d) Other qualifications :**

- (i) Candidates should be of excellent moral character  
(ii) Shall have earned all increments on the due dates during the preceding five years  
(iii) Shall have completed a satisfactory service in immediately preceding five years as at 29th September 2017 (date on which the notification is published on the *Gazette*).

- (iv) No candidate will be allowed to sit for the Limited Competitive Examination more than twice.
- (v) Any person holding priesthood in any religious sect will not be eligible to sit for this examination
- (vi) A candidate shall fulfill all requirements mentioned in para 5.2 (b) above required to appear at the competitive examination for appointment in the post as at 29<sup>th</sup> September 2017 (date on which the notification is published on the *Gazette*) to be deemed as eligible to appoint to the post.

**(e) Method of Recruitment - Written Examination** (Please see Appendix 2)

<i>Titles to which marks are allocated</i>	<i>Maximum Marks</i>	<i>Pass Marks</i>
Comprehension	100	40
Case Study	100	40
Planning	100	40

**6. Examination Fees :**

Fee for the open competitive examination is Rs.1000/- and fee for the limited competitive examination is Rs.1000/-. If a candidate applies for both examinations the fee would be Rs.1500/-. The relevant examination fee should be paid to the credit of Revenue Head No. 2003-02-13 of the Commissioner General of Examinations at any Post Office/ Sub Post Office before the closing date of applications. The receipt obtained thus from the Post Office should be affixed in the relevant cage of the application. It is advisable to keep a photocopy of the receipt. Examination fee will not be refunded under any circumstances.

**7. Method of Application :**

- (a) Application form should be prepared in accordance with the specimen form attached to this notification using both sides of A4 paper and should be filled by the applicant him/herself.
- (b) Application should be prepared so as to appear item 01 to 03 and 04 to 07 on the first and second pages respectively and the rest on the third page. When preparing the application, the title of the examination should be written in English in addition to Sinhala on Sinhala applications and Tamil on Tamil applications. Application which do not comply with the specimen form and incomplete applications will be rejected

without prior notice. The loss of not preparing the application should be borne by the applicants themselves. It is advisable to keep a copy of the application.

**Note:-** The signature of the applicant on the application and the admission card for the examination should be attested. The applicants who apply for the examination through an institution should get their signatures attested by the Head of the Institution or by an officer authorized by him, and other officers should attest their signatures by a Head of a Government School, Grama Niladhari Division, Justice of Peace, Commissioner of Oaths, Attorney-at-law, Notary Public or a permanent officer in staff grade at public or provincial public service who earn a combined annual salary of Rs.240, 360/-

- (c) All applications for Open Competitive Examination should be sent by registered post to reach the Commissioner General of Examinations, Organization and Overseas Examination Branch, Department of Examinations, Sri Lanka, P.O 1503, Colombo before 27<sup>th</sup> October 2017. The words “Open Competitive Examination, Grade III of Planning Service” should be written clearly on the top left hand corner of the envelope containing the application. Applications received after the closing date will be rejected.

**Note:** The candidates who are already in public service/ provincial public service and expect to appear for the open competitive examination should forward their applications through the Heads of the respective departments or establishments.

- (d) All applications for Limited Competitive Examination should be sent through the Heads of Department by Registered Post to reach the Commissioner General of Examinations, Organization and Overseas Examination Branch, Department of Examinations Sri Lanka, P.O. 1503, Colombo before 27<sup>th</sup> October 2017. The words “Limited Competitive Examination, Grade III of Planning Service” should be written clearly on the top left hand corner of the envelope containing the application. Applications received after the closing date will be rejected.

If a candidate hope to appear for both Limited and Open Competitive Examinations, the words

“Limited/Open Competitive Examination, Grade III of Planning Service” should be written clearly on the top left hand corner of the envelope.

- (e) A notice shall be published in the newspapers as soon as admission cards are issued to applicants. If the admission card is not received at least before five days of the date of the examination, steps shall be taken to notify the Organizations and Overseas Examinations Branch of Department of Examinations in the manner specified in the advertisement. When such inquiry is made applicants should accurately mention the name of the examination he/she has applied, full name of the applicant, National Identity Card No. and the address. It would be advisable to keep the following in hand at the time of calling the Department of Examinations: i.e. a certified photocopy of the application form and the receipt kept at your possession, in case of applicants outside Colombo, letter of request furnishing a fax number to which the admission cards should be sent. At such occasion the applicant should keep a copy of the application, a copy of the receipt obtained from the payment of the examination fees and the registration receipt of the letter to prove any matter the department may ask.

#### 8. Admission to the Examination:

- (a) The Commissioner General of Examination will issue Admission Cards to all persons whose applications have been received assuming that those who have satisfied the qualifications have forwarded applications. A candidate presenting himself for the examination should produce his/her admission card in which his/ her signature is attested, to the supervisor of the examination center. Any candidate who fails to produce his/her admission card will not be permitted to sit the Examination.
- (b) Candidates must sit the Examination at the examination hall assigned to him/her. Every candidate should surrender the admission card to the supervisor of the hall on the first day he presents himself for the examination. A set of rules to be observed by all candidates is published in this *Gazette*.
- (c) Issuance of an admission card to a candidate does not necessarily mean that the candidate is eligible to sit the examination has been accepted.

- (d) Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examinations on conducting the examination and they are liable to a punishment imposed by him for breach of these rules.

#### 9. Identity of the Candidate :

A candidate will be required to prove his/her identity at the examination hall to the satisfaction of the supervisor for each subject he/she offers. For this purpose, one of the following documents only, will be accepted.

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

#### 10. Penalty for furnishing false information:

If a candidate is found to be ineligible, his/her candidature is liable to be cancelled at any state prior to, during or after the examination. If it is found that a candidate has purposely furnished false information or willfully suppressed any material fact, he or she will be liable for dismissal from the public service.

11. Any matter not provided for in this notification shall be dealt with on the decisions of the Public Service Commission.

#### 12. Scheme of Examination:

##### Language medium of Examination

- (a) The Examination will be held in the language mediums of Sinhala, Tamil and English.
- (b) Applicants can sit for the Examination in any one of the languages they prefer.

##### Note :

- (I) A candidate should sit all the papers of the Examination in one and the same language.
- (II) Candidates will not be permitted to change the language medium indicated in the application form.

#### 13. Method of Testing :

##### 13.1 Open Competitive Examination

A written examination consisting of following subjects :

- I. Comprehension - Duration 02 hours- 100 Marks  
 II. Intelligence Test - Duration 01 hour- 100 Marks  
 III. General Awareness - Duration 03 hours- 100 Marks



### 13.2 Limited Competitive Examination

- I. Comprehension - Duration 02 hours – 100 Marks
  - II. Case Study - Duration 01 hour- 100 Marks
  - III. Planning - Duration 02 hours – 100 Marks
- Syllabuses are given at the end of the notification

### 13.3 Interview :

Candidates who secure at least 40% of marks for each paper shall be called for the interview. No of candidates to be called for the interview shall be determined by the Public Service Commission on the order of the merit of the marks obtained from the written Examination and the No. of vacancies.

### 13.4 Issuance of results :

The results sheets prepared on the order of the merit of the total marks obtained for each subject by the qualified candidates who appeared at the examination as per paras 13.1, 13.2 and 13.3 of the *Gazette* notification shall be forwarded to the Secretary, Public Service Commission. The results will be personally informed to the candidates or published on the website [www.results.exams.gov.lk](http://www.results.exams.gov.lk)

### 14. Method of Selection for Appointments :

Candidates who have secured highest marks at the written tests of Open and Limited Competitive Examinations and possess basic qualifications shall be selected on the order of the merit. In the event of few candidates secured same marks, the decision of the Public Service Commission on the selection shall be the final.

15. This notification is published in Sinhala, Tamil and English languages and in the event of any inconsistency among the text, Sinhala text shall prevail.

On the order of the Public Service Commission,

J. J. RATHNASIRI,  
Secretary,

Ministry of Public Administration and Management.

14th September, 2017.

### OPEN/ LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF THE SRI LANKA PLANNING SERVICE – 2017

Index No. : (For office use)	
Town in which the candidate appear for the Examination	Town No. :
Mention the Town and the Town No. in which the candidate expects to sit for the examination (Colombo – 1, Jaffna – 2) * Changing the town at a later occasion is not allowed	
Medium Sinhala -2 Tamil – 3 English – 4 (Write in the relevant cage.) * Changing the medium at a later occasion is not allowed.	<input type="text"/>
Whether you apply for Open/ Limited Examination or for both Limited- 1 Open – 2 Both – 3 (Write in the relevant cage)	<input type="text"/>
*Changing the examination at a later occasion is not allowed	

- 1.0 1.1 Name in Full (In English Block letters) Mr./Mrs./Ms. : \_\_\_\_\_.  
(Ex.- HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- 1.2 Name with initials at the end of the name (In English Block Letters) Mr./Mrs./Ms. : \_\_\_\_\_.  
Ex.- (GUNAWARDHANA, H.M.S.K)
- 1.3 Name in Full(Sinhala/Tamil) : \_\_\_\_\_.

2.0 Permanent Address: (In English Block letters) :\_\_\_\_\_.

2.1 Permanent Address :\_\_\_\_\_.

(In Sinhala/Tamil)

2.2 Official Address :\_\_\_\_\_.

(In English Block Letters)

2.3 Official Address :\_\_\_\_\_.

(In Sinhala/ Tamil)

2.4 Address to which the admission should be sent (In English BlockLetters) :\_\_\_\_\_.

(If the candidate is an officer in Public Service/ Provincial Public Service he should furnish the office address, If any change occurs in the address, it should be promptly informed)

3.0 3.1 National Identity Card No. :

3.2 Sex: Female -1 Male- 0 (write relevant No.)

3.3 Marital Status: Married- 1 Unmarried – 2 (Write relevant No.)

3.4 Date of Birth: Year     Month   Date

3.5 Age as at 29.09.2017: Years     Months   Days

4.0 (To be filled by the candidates sitting for the Open Examinations) Provide following particulars :

4.1 Qualifications obtained to be qualified to sit for this examination under Para 5.1 of this notification :\_\_\_\_\_.

4.2 Institutions from which the said qualifications were obtained :\_\_\_\_\_.

5.0 (To be filled by the candidates sitting for the Limited Examinations) Provide following particulars :

5.1 Qualifications obtained to be qualified to sit for this examination under Para 5.2 of this notification :\_\_\_\_\_.

5.2 Institutions from which the said qualifications were obtained :

(a)

Department Served	Post	From	To	Time Period
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(b) (i) Service/ Post :\_\_\_\_\_.

(ii) Class: From :\_\_\_\_\_.

(iii) Class: From :\_\_\_\_\_.

(iv) Total period of service in the Government as at 29.09.2017 (The date on which the notification is published on the *Gazette*)

Years :\_\_\_\_\_ Months :\_\_\_\_\_.

(a) Service (ii) above: Years :\_\_\_\_\_ Months :\_\_\_\_\_.

(b) Service (iii) above: Years :\_\_\_\_\_ Months :\_\_\_\_\_.

(v) Annual salary as at 29.09.2017 (The date on which the notification is published on the *Gazette*) :

\_\_\_\_\_.

6.0 6.1 The years in which you have sat for the Limited Examination for recruitment to Sri Lanka Planning Service :

- |         |         |
|---------|---------|
| 1. .... | 4. .... |
| 2. .... | 5. .... |
| 3. .... | 6. .... |

6.2 The years in which you have sat for the Open Examination for recruitment to Sri Lanka Planning Service :

1. ....  
2. ....  
3. ....

7.0 Affix the receipt firmly to the application

Affix receipt here

(i) No. :\_\_\_\_\_.

(ii) Date :\_\_\_\_\_.

(iii) Place to which the fees were paid :\_\_\_\_\_.

(iv) Amount paid Rs. :\_\_\_\_\_.

8.0 Affirmation of the Applicant :

8.1 I declare that the particulars furnished by me in this application are true and correct to the best of my knowledge and belief and the receipt number..... dated ..... of the examination fee paid is attached herewith. Further, I agree to act in conformity with the examination rules and regulations and to abide by any decision taken to cancel my candidature before or at the time of or after the examination, if I am deemed unqualified in terms of the conditions relating to this examination.

8.2 I declare that I have earned all the increments (other than the increment granted under the condition of passing service or departmental examinations) and that I have not been subject to any disciplinary punishment (other than warning) within five years immediately preceding 29<sup>th</sup> September 2017 ((The date on which the notification is published on the *Gazette*)).

\_\_\_\_\_,  
Signature of the Applicant.

Date :\_\_\_\_\_.

9.0 9.1 Attestation of the Signature :

I Certify that the applicant Mr./Mrs./Miss ..... Is known to me personally and that he/ she placed his/her signature before me.

\_\_\_\_\_,  
Signature and the frank of the attester.

Date :\_\_\_\_\_.

Full name of the Attester :\_\_\_\_\_.

Post :\_\_\_\_\_.

Address :\_\_\_\_\_.

Date :\_\_\_\_\_.

**Note:-** The attester should be a Justice of Peace, Commissioner of Oaths, Attorney at law, Notary Public or a permanent officer in staff grade at public or provincial public service who earn a combined annual salary of Rs.240, 360/-

9.2 Affirmation of the Head of the Department :

(Should be filled by all the applicants sitting for the Limited Examination and by the applicants sitting for the Open Examination only when it is relevant)

*The Head of the Office that maintains your personal file should sign as the Head of the Department :*

I hereby certify that ....., the applicant submitting this application is serving in this office from ..... and his/her work and behavior is satisfactory and personally examined all the particulars mentioned in 06 above with the reports of this office and found accurate and he/she placed his/her signature before me on ..... of ..... 2016.

\_\_\_\_\_,  
Signature of the Head of the Department.

Date :\_\_\_\_\_.

Full Name of the Attester :\_\_\_\_\_.

Designation :\_\_\_\_\_.

Address: (confirm with a rubber stamp) :\_\_\_\_\_.

### Appendix I

Particulars related to the syllabus of the Open Examination conducted to recruit to the Grade III of the Sri Lanka Planning Service.

This examination is comprised of the question papers mentioned below :

<i>Number</i>	<i>Subject</i>	<i>Maximum Marks</i>	<i>Pass Marks</i>	<i>Time</i>
1	Comprehension	100	40	02 hours
2	Intelligence Test	100	40	01 hour
3	General awareness	100	40	03 hours

#### Syllabus:

##### Subject Number 01 – Comprehension

This paper is comprised of two parts. Each part carries equal marks.

##### Part I

This includes writing an essay and a summary.

##### Part II

Part –II is comprised of several extracts to examine the language awareness of the applicant. The candidate will be required to explain the meaning of the underlined terms of the given extracts in a single sentence or to write explanatory notes on them or to pick the most appropriate statement of a series of alternatives or to select the most accurate answer out of several answers for the question given. All the questions should be answered.

##### Subject Number 02 – Intelligence Test

This is compiled with the aim of measuring logical reasoning, analytical skills and the ability to make most accurate presumption of the candidate. This is a multiple choice Question paper which consists 50 questions. All the questions should be answered.

##### Subject Number 03 – General Awareness

This paper is designed set to examine candidate's awareness about the overall environment of Sri Lanka inclusive of geographical, political, economic, social and cultural environment and internationally important contemporary issues as well as the scientific and technological advancement. All the questions of this paper should be answered.

- Note :-**
- (i) Candidates should answer all the question papers he/she sit for, in one and the same language
  - (ii) Candidates are not allowed to change the medium of the examination indicated in their applications
    - (b) This examination will be held in Sinhala, Tamil and English languages.
    - (c) Candidates may sit for the examination in one language of their preference.

### Appendix II

Particulars related to the syllabus of the Limited Examination conducted to recruit to the Grade III of the Sri Lanka Planning Service.

This examination is comprised of the question papers mentioned below.

<i>Number</i>	<i>Subject</i>	<i>Maximum Marks</i>	<i>Pass Marks</i>	<i>Time</i>
1	Comprehension	100	40	02 hours
2	Case Study	100	40	01 hour
3	Planning	100	40	02 hours

## Syllabus:

### Subject Number 01 – Comprehension

Several extracts are given to the candidate and alternative texts are provided for certain extracts. One of such texts will be most similar with the meaning of the extract. The candidate is asked to select the text which is most similar in meaning. Questions are prepared based on other extracts to examine the comprehension of the candidate. All questions must be answered.

### Subject Number 02- Case Study

This paper is designed to test the candidate's power of thinking and problem solving abilities. In this paper candidate will be presented with one or more situations on books and publications relating to economy and planning of present Sri Lanka and directed to give solutions. All the questions should be answered.

### Subject Number 03 –Planning

The objective of this paper is to test the candidate's basic knowledge on principles of planning and strategies of planning. All the questions should be answered.

- Note:-** (i) Candidates should sit for all the papers in this examination in one language.  
(ii) Candidates are not allowed to change the medium of examination indicated in their application.  
(iii) All the candidates should sit for all the three (03) papers.  
(iv) The number of officers recruited at a time is decided by the Public Service Commission.

09-854

## LIMITED COMPETITIVE EXAMINATION FOR APPOINTMENT TO SUPRA GRADE OF PUBLIC MANAGEMENT ASSISTANTS' SERVICE - 2017

IT is hereby notified that the Limited Competitive Examination for recruitment to the Supra Class of Public Management Assistant's Service shall be held in all three languages of Sinhala, Tamil and English by the Commissioner General of Examination in January.

02. This examination shall be held in the following towns. The towns in which the examination centers are located and the relevant town numbers are given below.

<i>Town</i>	<i>Town Number</i>
Colombo	01
Kandy	02
Badulla	03
Matara	04
Jaffna	05

At the occasions, where a sufficient number of applications are not received in respect of a certain centre mentioned above, such examination center shall be cancelled and the applicants shall be directed to an adjoining centre. The town applied initially shall not be allowed to change subsequently. Further, the Commissioner General of Examinations shall take action to hold the examination

in Colombo at the occasions where a sufficient number of applications are not received to organize examination centers in all majority of the towns proposed for the purpose.

03. The Secretary, Ministry of Public Administration and Management reserves the right to postpone or cancel the examination subject to the instructions of the Public Service Commission.

04. 50% of vacancies existing in Supra Grade of Public Management Assistants' Service as at 31/12/2017 shall be filled on the results of a limited competitive examination. Candidates shall secure at least 40 marks for each subject relevant to the examination in order to pass the limited competitive examination. The eligible applicants shall be appointed after verification of qualifications by an Interview Board appointment by the Public Service Commission. The interview shall be held only for the purpose of examining the certificates by which the qualifications of the applicants are to be verified and no marks shall be allocated at the interview.

05. The Salary segment MN 7 - 2016 of Public Administration Circular No. 03/2016 dated 25.02.2016 is entitled to this post and accordingly, the monthly salary scale shall be Rs. 41,580 - 11x755 - 10x1080 - 68,425. You are entitled to the said salary from 01.01.2020. Salaries are paid to you from the effective date of the appointment as per the provisions of Schedule II of the said circular.

06. *Qualifications.*— Officers who belong to the Combined Service who have completed a satisfactory service of 05 years immediately preceding the Application Closing Date shall strictly be eligible to sit for this examination.

- (a) Shall have been an officer in Grade I of the Public Management Assistants' Service
- (b) Shall have been an Grade II officer of Public Management Assistants' Service who has completed an active and satisfactory service of at least not less than eight (08) years

Or

- (c) Shall have been an officer of Public Management Assistants' Service who has possessed a degree from a university recognized by the University Grants Commission and completed an active and satisfactory service of 05 years.

07. *Method of application :*

- (a) The application shall be in the form of the specimen appended to this notification. It should be prepared by the candidate himself on paper of size 25.5cm x 21 cm (A4 paper) using both sides in such a way that Nos. 01 to 04 appear on the 1st page, Nos. 05 to 10 on the 2nd page and the remaining numbers on the 3rd page. It is the responsibility of the candidate to make sure that the application complies with the specimen indicated in the Exam Notification. Applications that do not comply with the specimen or that have not been completed properly shall be rejected without notice. It is essential to mention the name of the examination in English language as well, in applications prepared in both Sinhala and Tamil mediums. The application shall be prepared in the same language in which the candidate intends to sit for the examination. (It is advisable to keep a photocopy of the perfected application with the candidate)
- (b) Applications perfected by candidates shall be forwarded to the Head of Department along with a photocopy. Once his/her recommendation is obtained, the photocopy shall be filed in the personal file of the candidate while the original shall be sent through the respective Head of Department to reach

**The Commissioner General of Examinations,  
Organization and Foreign Examinations Branch,  
Department of Examinations,  
P. O. Box 1503,  
Colombo.**

Before 30/10/2017 by Registered Post. Copies of applications other than the application sent through the Head of Department should not be sent personally. Applications received after the closing date shall be rejected. The respective Head of Department should certify that the application has been perfected in every respect and shall place his signature on the certificate indicated in No. 14 of the specimen application. **No application shall be sent to the private address of the Commissioner General of Examinations or any other officer of the said Department.** The top left corner of the envelope containing the application should clearly bear the words "**Limited Competitive Examination for recruitment to Supra Grade of Public Management Assistant's Service - 2017**". The post and the service station of the applicant at the time of applying for the examination shall be applicable to all matters related to the examination and any change made in this regard after sending applications shall not be considered.

- (c) (i) Examination fee shall not be charged from the candidates who sit for the examination for the first time; namely candidates who did not sit for the Limited Competitive Examination for promotion to Supra Class of General Clerical Service held in 1980, 1982, 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1991, 1996, 1999 or 2001, candidates who did not sit for a Limited Competitive Examination of Supra Class of Government Typists' Service held in 1985 and 1996, candidates who did not sit for a Limited Competitive Examination of Supra Class of Government Stenographers' Service held in 1996 and candidates who did not sit for a Limited Competitive Examination of Supra Class of Government Book - keepers' / Shroffs' or Store-keepers' Service held in 1999 and candidates who did not sit for the Limited Competitive Examination for promotion to Supra Class of PMAS held in 2006, 2007, 2011 and 2015.

- (ii) Examination fee is Rs. 600/-. Further, the said fee shall be paid to any Post/ Sub Post Office to be credited to revenue head 2003-02-13 and the receipt obtained in favour of the applicant shall be affixed in the relevant cage of the application so as not to be detached. Money orders and stamps shall not be accepted and the examination shall not be refunded or transferred for another examination under no circumstance. It is advisable to keep a photocopy of the receipt with the candidate.

(d) Complaints on applications or any relevant document getting lost or delayed in the post shall not be entertained.

(e) Receipt of application shall not be acknowledged.

#### 08. Admission to the examination:

(a) Commissioner General of Examinations shall issue admission cards to all the candidates who have paid examination fees, completed the application form properly and sent before due date. A candidate presenting himself for the examination shall get his signature on the admission card attested in advance and produce his admission card to the supervisor of the examination center on the first day of the examination. Any candidate who fails to produce his admission card shall not be permitted to sit for the examination.

(b) Candidates must sit for the examination at the examination hall assigned to him. A set of rules to be followed by all candidates is published in this *Gazette*. Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examinations on conducting the examination and they are liable to a punishment imposed by him for breach of these rules and regulations.

(c) A notification shall be published in newspapers by the Department of Examinations as soon as the admission cards are issued to candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. It would be advisable to keep the following in hand at the time of calling the Department of Examinations stating your full name, address, national identity card number and name of the examination: i. e. certified photocopies of the application form and the receipt kept at your possession. In case of applicants outside Colombo, letter of request furnishing the above particulars and a fax number to which a copy of the admission card is to be sent should be sent to the Department of Examinations through fax.

**Note: Issuance of admission card to the examination does not necessarily mean that the candidate is eligible to sit for the examination.**

09. **Identity of candidates.**— A candidate shall be required to prove his identity at the examination hall to the satisfaction of the supervisor for each subject he offers. For this purpose, any one of the following documents shall be accepted.

(a) National Identity Card issued by the Department of Registration of Persons.

(b) A valid passport.

#### 10. **Penalty for furnishing false information :**

(a) If a candidate is found to be ineligible in accordance with the rules and regulations of this examination, his/ her candidature is liable to be cancelled at any state prior to, during or after the examination.

(b) If the particulars furnished by a candidate are subsequently found to be false or if it is found that he/ she has willfully suppressed any material fact he or she shall no longer be considered for an appointment. Furthermore, he or she shall be liable for dismissal from the Public Service or cancellation of any appointment made on this examination.

11. **Language medium of the examination.**— The examination shall be held in Sinhala, Tamil and English languages. Candidates should sit the examination in the language medium in which they sat for the examination for recruitment to the service or in one of the official languages. The language medium of examination indicated initially shall not be allowed to change subsequently.

12. **Scheme of examination.**— The Written Examination shall consist of the following subjects :—

<i>Question Paper</i>	<i>Duration</i>	<i>Total Marks</i>
1. Office Management	02 hours	100
2. Office Systems	02 hours	100
3. Establishment procedures and Procedural rules	02 hours	100
4. Public Finance Management	02 hours	100
5. General Paper	1 1/2 hours	100

13. **Syllabus.**— Knowledge in the following subjects is expected from the candidates.

(i) **Office Management (Duration - 02 hours, Marks - 100)**

Organization structure, principles of organization, task analysis and task evaluation,

leadership supervision and decision making, communication, public relations, co-ordination and problem solving.

**(ii) Office system (Duration - 02 hours, Marks - 100)**

Principles of office systems, office procedures, document and filing, planning and handling of forms, office correspondence, control over the utilization of office equipment, office layout and environment, job description, study on work and systems, work measurement, Manual of Office Operations.

**(iii) Establishments procedures and procedural rules (Duration - 02 hours, Marks - 100)**

Procedures to be followed when making recruitment to public service, establishments activities of public officers, maintaining a personal file, vesting of powers for the tasks such as appointment, transfers, promotion and termination of service of public servants, welfare of public servants, privileges entitles to public officers. General knowledge of the regulations and circulars that have been already issued by the Government shall be tested.

**(iv) Public Financial Management (Duration - 02 hours, Marks - 100)**

Responsibilities of an Accounting Officer and Annual Estimates, financial control, delegation of responsibilities on financial matters, receipt of money, accounting, acceptance of money, payments, custody of public money, imprest and bank accounts, supplies and services, tender procedures, board of surveys, audit queries, ledgers and summaries of income and expenditure of government offices, bank reconciliation, books on financial management, regulations and Circulars issued on utilization of Public Finance so far by the government.

**(v) General paper (Duration - 1 1/2 hours, Marks - 100)**

The nature of Public Administration, structure of Public Administration, Public policies and new public reforms, fundamental rights, human rights, Human Rights Commission, Ombudsman, Public Petitions Committee of the

Parliament, office culture, ethics and morals, making office environment properly, welfare activities of the staff, recognition of civil and official status in the aspect of social science and the duties of public officers towards recipients.

**14. Selection for appointment :**

- (i) A candidate shall secure at least 40 marks for each subject in order to pass the above examination and to be called for the interview. On the order of total marks secured at the examinations, candidates shall be called for an interview which shall be conducted by an interview board appointed by the Public Services Commission for verification of qualifications. No marks shall be allocated at such interview. Selected candidates are liable to serve in offices situated in any part of the Island where vacancies exist. Appointment of any candidate shall be cancelled, if he/ she refuses to assume duties at the respective office. At such occasions, vacancies shall be filled by calling other candidates in the order of marks.
- (ii) It is compulsory to serve at least 03 years at the service station to which the candidate gets the first appointment. However, the Appointment Authority reserves the right to transfer an officer before the completion of the said period on special grounds determined by the Appointing Authority.
- (iii) The result sheet including the names of the candidates who become qualified from the written test shall be submitted to the Secretary, Public Service Commission on the notice of the Public Service Commission. The results of the remaining candidates shall be published in the website [www.results.exams.gov.lk](http://www.results.exams.gov.lk) or they shall be informed personally.

15. Conducting of this examination and promotion to Supra Grade shall be made subject to the general conditions governing the appointments of public service, rules and regulations stipulated in the Public Management Assistants' Service Minute published in the *Gazette* extraordinary of the Democratic Socialist Republic of Sri Lanka No. 1840/34 dated 11th of December 2013 and any amendment already made and shall be made thereto in due course.

16. The Public Services Commission reserves the right to refrain from filling some or all of the vacancies and also to decide on the matters not provided for in respect of these regulations.



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

On the order of the Public Services Commission.

J. J. RATHNASIRI,  
Secretary,  
Ministry of Public Administration and Management.

Ministry of Public Administration and Management,  
Independence Square,  
Colombo 07,  
15th September 2017.

For office use only

**Limited Competitive Examination for Appointment to Supra Grade of Public Management Assistants' Service - 2017**

Language Medium of Examination	
Sinhala - 2	
Tamil - 3	<input type="text"/>
English - 4	
(Indicate the relevant number in the cage)	

Indicate the town and the town number in which the candidate intends to sit the examination as per the notification of calling for application	
Name of town	Town Number
<input type="text"/>	<input type="text"/>

01. Indicate whether you belong to the Combined Service or to which provincial public service you belong:   
(Indicate the number relevant to the public service to which you belong)  
(Western Provincial Public service-01, Central Provincial Public Service-02, Southern Provincial Public Service-03, Northern Provincial Public Service-04, Eastern Provincial Public Service-05, North Western Provincial Public Service-06, North Central Provincial Public Service-07, Uva Provincial Public Service-08, Sabaragamuwa Provincial Public Service-09, Combined Service-10)
02. 2.1 Name, with initials at the end: Mr./Mrs./Miss. : \_\_\_\_\_.  
(In English block capitals) Eg.: SILVA, A.B.C.D  
2.2 Name in full (In English) : \_\_\_\_\_.  
2.3 Name in full (In Sinhala/Tamil) : \_\_\_\_\_.  
2.4 N.I.C. Number :
03. 3.1 Official address (In English block capital) : \_\_\_\_\_.  
(Admission card will be sent to this address)  
3.2 Permanent address (In English block capital) : \_\_\_\_\_.  
3.3 Permanent address (In Sinhala/Tamil): \_\_\_\_\_.  
3.4 Telephone number :
04. Date of Birth : Year     Month   Date
05. Sex (Indicate relevant number in the cage) :   
Femal-1 Male-0

06. Marital statuses: Single-1 Married-2  (Indicate relevant Number in the cage)

07. Age as at the Application Closing Date :

Years   Months   Days

08. Have you sat for any of the following examinations? Examinations for recruitment to G.C.S. held in **1980, 1982, 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1991, 1996, 1999, 2001**/ Examination for recruitment to Government Typists' Service held in **1985, 1999**/ Examination for recruitment to Government Stenographers' Service held in **1996**/ Examination for recruitment to Government Book-keepers Service held in **1999**/ Examination for recruitment to Government Shroffs' Service held in **1999**/ Limited Competitive Examination for Promotion to Supra Class of the Public Management Assistants' Service held in **2006, 2007, 2011, 2015** :\_\_\_\_\_.

09. (i) Date of appointment to Public Management Assistants' Service/General Clerical Service / Government Typists' Service / Government Stenographers' Service / Government Book keepers' Service / Government Shroffs' Service /Government Store-keepers' Service :\_\_\_\_\_.

(ii) Total period of service as at the Application Closing Date : Years   Months   Day

(iii) No pay leave obtained during the 05 years immediately preceding :\_\_\_\_\_.

(iv) Period of active service as at the Application Closing Date : Years   Months   Days

(v) Date of confirmations in the post of Public Management Assistants' Service/General Clerical Service/Government Typists' Service/ Government Stenographers' Service / Government Book keepers' Service / Government Shroffs' Service/Government Store-keepers' Service :\_\_\_\_\_.

(vi) Present Class and the date of appointment to the same Class :\_\_\_\_\_.

(vii) If possessing a degree, the year and the name of the University :\_\_\_\_\_.

(viii) Effective date of the degree :\_\_\_\_\_.

10. (i) Language medium in which the candidate sat the competitive examination to enter Public Management Assistants' Service/General Clerical Service / Government Typists' Service / Government Stenographers' Service/ Government Book keepers' Service / Government Shroffs' Service/Government Store-keepers' Service :\_\_\_\_\_.

(ii) If the candidate was recruited to General Clerical Service / Government Typists' Service/ Government Stenographers' Service / Government Book keepers' Service / Government Shroffs' Service/Government Store-keepers' Service without holding a competitive examination, language medium in which the candidate obtained qualifications to enter the service :\_\_\_\_\_.

11. Clearly indicate the address of the office and the Head of the Institution where your personal file is maintained :\_\_\_\_\_.

12. Affix the cash receipt firmly :

Affix the cash receipt obtained after payment of examination fee so as not to be detached.  
It is advisable to keep a photocopy of the receipt.

13. Certificate of the Candidate :

I certify that to the best of my knowledge and belief that all the increments falling due within the 05 years immediately preceding the Application Closing Date have been earned by me (except increments for which the passing of Departmental Service Examinations has been prescribed) and that I have not suffered any disciplinary punishment whatsoever during the same period.

I declare that I am eligible to sit for this examination and the information given in this form is true and that since, I am sitting for this examination for the first time, the fee should not be paid/the cash receipt of No. .... Dated ..... obtained on payment of examination fee is affixed hereto\*. If it is found that, I am ineligible according to the service minute relating to this examination, I agree to be bound by any decision that may be taken to cancel my candidature, at any state prior to, during or after the examination, Further, I also agree to be bound by the rules and regulations imposed by the Commissioner General of Examinations on conducting the examination and the decisions taken on issuance of the results.

\_\_\_\_\_,  
Signature of the Applicant.

Date : \_\_\_\_\_.

14. Certificate of the Head of the Department :

I certify that the candidates Mr./Mrs./Miss\* .....has been serving in this office since.....he/she\* has completed a satisfactory service of five years as at..... that the particulars furnished in the application have been checked personally by me with the documents available in the office and were found to be correct, he/she\* is eligible for exemption from examination fees since she/he\* is appearing for the examination for the first time / he/ she\* has paid the prescribed examination fee and pasted the receipt on the application, he/she\* has satisfied requisite qualifications to sit for the examination as per the relevant *Gazette* notification, an endorsement to that effect has been entered in the history sheet of the officer as per circular letter of Commissioner General of Examinations No. 13 dated 02.10.1972 and he/she\* has signed before me on ..... Reference No. of the Director General of Combined Services and the date of the letter of absorption of this officer to Public Management Assistants' Service are ..... and ..... respectively.

\_\_\_\_\_,  
Signature of Head of Institution.

Date : \_\_\_\_\_.

Name : \_\_\_\_\_.

Designation : \_\_\_\_\_.

Address : \_\_\_\_\_.

(Place the official stamp)

\* Delete the inappropriate words.

09-881

**MINISTRY OF INTERNAL AFFAIRS, WAYAMBA DEVELOPMENT AND CULTURAL AFFAIRS**

**Applications are invited for the following Vacancies in the Department of National Museums**

APPLICATIONS are hereby called by the Commissioner General of Examination on behalf of the Department of National Museums for, from citizens of Sri Lanka for the purpose of filling the following vacancies existing the Department of National Museums. Examination will be held in Colombo in a certain date in January 2018 by the Commissioner General of Examination.

**1. Supervisory Management Assistant (Technological) Service :**

Museum Curator	-	Number of vacancies	06
Entomology Assistant	-	Number of vacancies	02
Botanical Science Assistant	-	Number of vacancies	01
Anthropology Assistant	-	Number of vacancies	01
Zoology Assistant	-	Number of vacancies	01
Conservation Assistant	-	Number of vacancies	01

**1.1 Educational Qualifications :-**

Should have passed six (06) subjects in one sitting at the General Certificate of Education (Ordinary Level) with credit pass in Sinhala/Tamil/English, Mathematics and in two more subjects.

Shall have passed three (03) subjects in one sitting at the General Certificate of Education (Advance Level) including two (02) subjects in the relevant field. (qualifications as follows)

**Qualifications.- General Certificate of Education (Advance Level) Examination**

<i>Designation</i>	<i>Qualification General Certificate of Education (Advance Level) Examination</i>
Entomology Assistant	Shall have passed two subjects in biological Stream in one sitting at the General Certificate of Education (Advance Level) Examination. (According to the old syllabus shall have passed three (03) subjects including zoology)
Anthropology Assistant	Shall have passed two subjects in Art stream in one sitting at the General Certificate of Education (Advanced Level) Examination. (According to the old syllabus shall have passed three (03) subjects)
Zoology Assistant	Shall have passed two subjects in Biological Stream in one sitting at the General Certificate of Education (Advance Level) Examination including Biology. (According to the old syllabus shall have passed three (03) subjects including Zoology)
Botanical Science Assistant	Shall have passed two subjects in Biological Stream in one sitting at the General Certificate of Education (Advance Level) Examination including Biology. (According to the old syllabus shall have passed three (03) subjects including Botanical Science)
Conservation Assistant	Shall have passed two subjects in Biological Stream in one sitting at the General Certificate of Education (Advance Level) Examination including Chemistry. (According to the old syllabus shall have passed three (03) subjects including Chemistry)
Museum Curator	Shall have passed two subjects in Biological Stream in one sitting at the General Certificate of Education (Advance Level) Examination including Biology. Or Shall have passed two (02) Subjects in one sitting in Art Stream including History at the General Certificate of Education (Advance Level) Examination (In old syllabus shall have passed three (03) subjects including the above mentioned subjects)

**1.2 Professional Qualifications :-**

<i>Designation</i>	<i>Qualification</i>
Entomology Assistant	Follow a diploma in national technological (Agriculture) in the institute of Hardy at Ampara.
Zoology Assistant	Follow a diploma in national technological (Agriculture) in the institute of Hardy at Ampara.
Botanical Science Assistant	Follow a diploma in national technological (Agriculture) in the institute of Hardy at Ampara.

**Note -** The following vacancies will be filled only for the Trainee Grade such as; Anthropology Assistant, Conservation Assistant and Museum Curator.

Vacancies will be filled when complete the initial education qualifications mention in 1.1 with the professional qualifications according to the 1.2 in the Technical Segment III for the post of Entomology Assistant, Zoology Assistant and Botanical Science Assistant.

If not complete the professional qualifications vacancies will be filled for the training category only.

1.3 *Other Qualifications :*

- (a) Candidates should be a citizen of Sri Lanka.
- (b) The applicants shall bear an excellent moral character.
- (c) Should not be less than 18 years and not more than 45 years of age on 30th October 2017. (Person who were born before 30th October 1999 and who were born after October 30th 1972 can only apply)
- (d) Must complete all the qualification on the closing date.

2.0 *Salary scale.* -MN3-2016 - Rs: 310,400-10x445-11x660-10x730-10x750- Rs. 57,550.

According to the Public Administration circular No. 03/2016, dated 25th February 2016, and placed on the relevant salary step for Grade III. Candidates who recruited under the Trainee Grade will be paid allowances for the training period according to the circular.

3.0 *Method of recruitment* .-Vacancies will be filled on the results of the written examination and a general interview. Number of candidates equal to the number to be filled, of the candidates who obtain the highest marks of a written examination, will be recruited in the order of merits. Only to ascertain.

3.1 *Written Examination :*

<i>Subject</i>	<i>Time</i>	<i>Maximum marks obtainable</i>	<i>Marks required for a pass</i>
1. Intelligent test	01hr	100	40
2. Technical paper based on the subjects	01hr	100	40

3.2 *Syllabus for the written examination :-*

<i>Test paper</i>	<i>Syllabus</i>	<i>Time</i>
1. Intelligent Test	Consists of question to judge the rationality, ability of thought and ability to take decision of the candidate.	01 hr
2. Technical paper based on the subject	A question paper made in multiple choice method consist of 15 question in general knowledge and other 25 questions based on the relevant field. The subjects of the field as follows :-	01 hr
	Syllabus relevant to each post	
	<p>1. Entomology Assistant</p> <ol style="list-style-type: none"> <li>1. Knowledge about the Class - Insect, Phylum - Arthropod in a Kingdome of animals.</li> <li>2. Knowledge about the handling of laboratory tools</li> <li>3. Check the basic knowledge about the environmentalism.</li> </ol>	
	<p>2. Anthropology Assistant</p> <ol style="list-style-type: none"> <li>1. Check the basic knowledge about the traditional social events and artistic creations.</li> <li>2. knowledge about the handling of laboratory tools.</li> <li>3. Check the basic knowledge about environmentalism.</li> </ol>	
	<p>3. Zoology Assistant</p> <ol style="list-style-type: none"> <li>1. Check the knowledge about the kingdome of animals.</li> <li>2. Check the knowledge about the handling of laboratory tools.</li> <li>3. Test the basic knowledge of environmentalism.</li> </ol>	

<i>Test paper</i>	<i>Syllabus</i>
	<p>4. Botanical science Assistant</p> <ol style="list-style-type: none"> <li>1. Check the knowledge about the Kingdome of floristic.</li> <li>2. Knowledge about the handling of laboratory tools.</li> <li>3. Check the basic knowledge about the environmentalism.</li> </ol>
	<p>5. Conservation Assistant</p> <ol style="list-style-type: none"> <li>1. Basic knowledge about chemistry.</li> <li>2. Check the knowledge about the handling of laboratory tools and relevant technical methods.</li> </ol>
	<p>6. Museum Curator</p> <p>Science section-basic knowledge about zoology and Botany. Cultural section-knowledge about the cultural events in Sri Lanka and history of Sri Lanka.</p>

#### 4.0 Examination procedure :-

- (i) This examination will be held in Sinhala, Tamil and English mediums. The medium applied for will not be allowed to change subsequently. Candidates may sit this examination in only one language medium of their preference. Should answer all papers in a one medium. Every candidates should answer all papers.
- (ii) Examination fees is Rs. 600. It should be paid at any post office/sub post office to be credited to revenue head 2003-02-13 of the Commissioner General of Examinations. The receipt obtained in the name of the applicant should be affixed in the relevant cage of the application form so as not to be detached. Money orders and stamps are not accepted as exam fees. It is advisable to keep a photocopy of the receipt.
- (iii) The fees shall not be paid back or shall not be allowed to transfer in respect of any other examination under any circumstances.
- (iv) This examination will be held in Colombo in January 2018. The Commissioner general of Examinations will issue admission cards to the candidates who have forwarded duly filled applications along with the receipt if payment of examinations along with the receipt of payment of examination fee on or before the closing date of examination mentioned in the notification and on the presumption that only those who possess the qualifications mentioned in the *Gazette* Notification have applied. As soon as the admission cards are issue to candidates, Department of Examinations will publish a paper notice announcing the same. If the admission card is not received within 2 or 3 days after the paper announcement it should be inquired from the Organizations and Foreign Examination Division of the Department of the Examination. In the manner as mention in notification. The applicant should correctly mention the name of the examination applied for, full name of the applicant, national identity card number and address when making such inquiry. In case of applicant outside Colombo, it would be advisable to make the request sending a letter of request stating the same to the fax number mentioned in the notification along with the fax number to which a copy of the admission card can be sent promptly. It would be useful to have the following documents in hand at the time of calling the Department of examinations. *i.e.* a photocopy of the application form, receipt of payment of examination fees (if applicable) and receipt of registration. Further issuance of an admission card to a candidate does not necessarily mean that the candidate is eligible to set for the examination or eligible for the post.
- (v) This examination shall be conducted by the Commissioner General of Examination and regulations prescribed by him in respect of conducting the examination and issuance of result. The candidates shall be subjected to the punishment imposed by the Commissioner General of Examination, if such rules are violated by them. Rules prescribed for candidates are printed separately at the beginning of this *Gazette* notification.

- (vi) Result of the examination-candidates who obtained not less than 40 marks or the number of the names equal to the existing number of vacancies listed will be provided to the Director of the National Museums. Steps will be taken to inform the result to the each applicant personally or *via the website* [www.results.exams.gov.lk](http://www.results.exams.gov.lk)

**Note.-** Candidates who are sitting for the examination must get his signature on the admission Card attested in advance and produce to the supervisor for the examination.

- 4.2 *Conditions of Employment and Conditions of Service.*— This post is permanent. Appointment will be on probation for a period of 03 years. You shall be subject to the decision of the policy of pension scheme by the government in the future. The candidates who will be appointed shall contribute for the Widows/ Widowers and Orphan's pension system.

5.0 *Mode of forwarding application :*

- 5.1 Applications prepared according to the under mention specimen form, in A4 size paper using both sides, duly filled in his hand writing. The name of the examination should fill in the application Sinhala medium applications also in both Sinhala and English; and Tamil medium candidates also in both Tamil and English too. Applications not completed in each ways will be rejected without informing. Double check before post the application whether dully filled and affix the receipt accordingly. Include section 01 to 08 in the first page, from section 09 to 14 in 2nd page and from 15th section to 18th in 3rd page. Having a copy of the application and the receipt would be useful.
- 5.2 Duly filled applications should be sent under the registered cover on or before 30th October 2017 to reach Commissioner General of Examinations, Organization and Foreign Examination Branch, Department of Examinations, Palawaththa, Baththaramulla. A candidate can apply for one post only.
- 5.3 Applications not completed in each ways and received delay will be rejected without informing. Receipt of applications will not be acknowledge.
- 5.4 Top of the left hand corner of the envelop which enclosed the application should be mentioned clearly as "Recruitment to the post of Supervisory Management Assistant (Technological) Service"

6. *Attesting the Signature :-*

- Signature of candidate should be attested by a principal of Government school, A Justice of peace, a Chief priest of a Buddhist temple or in charge of a holy place of any other religion, or a permanent staff officer in public service with annual consolidated salary of Rs. 240,360.00 or above. Officers who are already in public Service should submit applications through their Heads of the Department.
- Candidates will be required to prove their identity in the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose any of the following documents will only be accepted:
  - (i) The National Identity Card issued by the Department of Registration of Persons,
  - (ii) A valid passport.

7.0 *Other.-* In case of an inconsistency between Sinhala, Tamil and English text of this *Gazette* notification, the Sinhala text shall prevail. Director of the Department of National Museum reserves the right fill vacancies.

Director (*Acting*),  
Department of National Museum.

No. 854,  
Sir Marcus Fernando Mawatha,  
Colombo 07.

## AN APPLICATION FOR THE POST OF.....

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Sinhala-2	Tamil-3	English-4	(insert the relevant Number in the cage.)
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02. Post applying for	(Insert the relevant Number in the cage.)
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- 1 - Museum Curator
- 2 - Entomology Assistant
- 3 - Botanical Science Assistant
- 4 - Anthropology Assistant
- 5 - Zoology Assistant
- 6 - Conservation Assistant

3.1 Name with initials:  
(i) Sinhala/Tamil :\_\_\_\_\_.  
(ii) English (IN BLOCK LETTERS) :\_\_\_\_\_.

3.2 Names denoted by the initials:-

(i) Sinhala/Tamil :\_\_\_\_\_.

(ii) English (IN BLOCK LETTERS) :\_\_\_\_\_.

04. Address which send the admission card:-  
 (i) English (IN BLOCK LETTERS) : \_\_\_\_\_.  
 (ii) Sinhala/Tamil : \_\_\_\_\_.

[illegible]

06. Sex: Male - 0   
 Female - 1  (insert the relevant Number in the cage.)

07. Address:-

(i) Personal Address :\_\_\_\_\_.

(ii) District :\_\_\_\_\_.

(iii) Official Address :\_\_\_\_\_.

08. Telephone No. :      Personal :\_\_\_\_\_.      Official :\_\_\_\_\_.

09. Date of Birth: Year     Month   Date

Age on 30th October 2017:    Years        Months      Days

10. Civil Status: Married/ Single :\_\_\_\_\_.

11. Nationality: Decent/ Registration :\_\_\_\_\_.



12. Education Qualifications:-

I. G. C. E. (O/L) Examination:

Index No. : \_\_\_\_\_ Year : \_\_\_\_\_.

Medium : \_\_\_\_\_.

II. G. C. E. (A/L) Examination:

Index No. : \_\_\_\_\_ Year : \_\_\_\_\_.

Medium : \_\_\_\_\_.

<i>Subject</i>	<i>Grade</i>
1 .....	.....
2 .....	.....
3 .....	.....
4 .....	.....
5 .....	.....
6 .....	.....
7 .....	.....
8 .....	.....

<i>Subject</i>	<i>Grade</i>
1 .....	.....
2 .....	.....
3 .....	.....
4.....	.....

13. Professional Qualifications & skills:-

<i>Course</i>	<i>Institute</i>	<i>Subjects</i>	<i>Achievement</i>

14. Experience:-

<i>Position</i>	<i>Organization</i>	<i>Period of Employment</i>

15. The receipt which paid the exam fees bearing Number..... affix here

--

16. If employee somewhere, details about it:

1. Name of the position and grade : \_\_\_\_\_.
2. Date of appointment : \_\_\_\_\_.
3. Name of the organization : \_\_\_\_\_.
4. Either it is pensionable post or not : \_\_\_\_\_.

*Candidate's certificate :*

I have hereby certify that the particular furnished by me in this application are true and correct according to my knowledge. I am aware that if any particulars contained therein are found to false and incorrect before the selection I am liable to disqualify and dismissal if the inaccuracy is detected after the appointment.

\_\_\_\_\_,  
Signature of the Candidate.

Date : \_\_\_\_\_.

## 17. Attestation of the signature of the Candidate:

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

\_\_\_\_\_,  
Signature of certifying Officer.

Date :\_\_\_\_\_.

Full name of the certifying officer :\_\_\_\_\_.

Designation : (Rubber Stamp) :\_\_\_\_\_.

Address :\_\_\_\_\_.

## 18. (This part is applicable only for candidates who engage in Government employment)

*Attestation of the Head of the Department/ Institution :*

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

\_\_\_\_\_,  
Signature of the Head of the Department or  
Authorized Officer.

Rubber Stamp.

Date :\_\_\_\_\_.

09-851

**MINISTRY OF INDUSTRY AND COMMERCE****Department of Measurement Units, Standards and Services**

මිනුම් ඒකක, ප්‍රමිති හා සේවා දෙපාර්තමේන්තුවේ ආශ්‍රිත  
නිලධාරී සේවා ගණයේ මිනුම් විද්‍යා පරීක්ෂණ නිලධාරී  
(දෙපාර්තමේන්තුගත) තනතුර සඳහා වන බඳවා ගැනීමේ  
විවෘත තරග විභාගය - 2017

OPEN COMPETITIVE EXAMINATION FOR THE  
RECRUITMENT TO THE POSTS OF METROLOGY  
EXPERIMENTAL OFFICERS (DEPARTMENTAL)  
OF DEPARTMENT OF MEASUREMENT UNITS,  
STANDARDS AND SERVICES -2017

APPLICATIONS are called for the Open Competitive Examination for the Recruitment to the Posts of Metrology Experimental Officers (Departmental) of Department of Measurement Units, Standards and Services -2017 to be held in January 2018. The applications prepared according to the specimen application mentioned at the end of this notice should be sent to "Commissioner General of

Examinations, Organization and Foreign Examinations Branch, Examination Department of Sri Lanka, P.O. Box 1503, Colombo" to be reached on or before 09th November, 2017. Posts of Metrology Experimental Officers (Departmental) should be mentioned on the top of the left hand corner of the envelop.

**01. Conditions for recruitment and service conditions:**

- (i) This post is permanent and pensionable. Contributions should be made for the W&OP.
- (ii) The officers who joined the service in a language not an official language should get the official language efficiency during the probation period and the official language efficiency of the relevant level according to the related Public Administration Circulars and related circulars.

**02. Salaries and allowances :**

Monthly salary scale relevant to the post.

Under the Public Administration Circular No. 3/2016 MN 4-2016 - Rs. 31,490 -10 x 445 – 11 x 660 - 10 x 730 - 05x 750 - Rs. 54,250.00 and it is entitled with effect from 01.01.2010. In terms of provisions on the sub schedule II of this circular, salaries are paid with effect from the date on which the appointment is effective in terms of the sub schedule II if this circular.

The 1st efficient bar before lapse of three years (03) from the recruitment to the Grade III, 2nd efficient bar before lapse of three years (03) from promotion to the Grade II, 3rd efficient bar before lapse of five years (05) should be passed.

### 03. Educational Qualifications :

**Having a Master degree where the subject of Physics has been studied for at least 2 years in a recognized university.**

### 04. Other qualifications :

- Should be a citizen of Sri Lanka
- Age should be 21-35 years to the last date of receiving applications. (Accordingly only those who have born 25.09.1996 or before and on 25.09.1982 and after that are qualified to apply for this.)
- Should have an excellent character and a good health condition.

**05. Method of recruitment.**— The applicants who have been fulfilled the above qualifications will be recruited upon results of a written examination and a structured interview. The written examination will be held by the Commissioner General of Examinations or an institution approved by the Public Services Commission and 40% marks or more should be obtained per each subject to pass the examination. According to the total marks of the applicants who have passed all the subjects the number of applicants up to two fold of the number of the vacancies are called for the interview. The structured interview will be held by an institution approved by the Director of Measurement Units, Standards and Services, maximum marks of 25 can be obtained. Recruitment will be made according to the total marks obtained at the written examination and structured interview and the result sheet will be sent to all the applicants to their private addresses or published in the website [www.results.exams.gov.lk](http://www.results.exams.gov.lk) by the Commissioner General of Examinations after their results are submitted to the Measurement Units, Standards and Services Department. The decision of the Commissioner General of Examinations regarding the conduct of examination and issue of results is the final.

06. This examination will be held in the towns mentioned below. The applicants should select the closest towns as their examination centers. The selected town and town numbers should be mentioned in the application according to the table mentioned below. The towns selected are not allowed to be changed later.

Town	Town No.
Colombo	01
Gampaha	02
Kalutara	03
Matale	04
Kandy	05
Nuwareliya	06
Galle	07
Matara	08
Hambantota	09
Jaffna	10
Mannar	11
Mulathivu	12
Vavuniya	13
Trincomalee	14
Batticaloa	15
Ampara	16
Puttlam	17
Kurunegala	18
Anuradhapura	19
Polonnaruwa	20
Badulla	21
Monaragala	22
Kegalle	23
Ratnapura	24
Kilinochchi	25

If sufficient number of applicants are not available for an examination center the applicants are referred to another center in a town closer to that. If sufficient number of applicants have not applied for all the towns and many of them, the Commissioner General of Examinations will make arrangements to conduct the examination only in Colombo.

**07. Written Examination.**— The examination will be held in Sinhala, Tamil and English. The medium of language applied is not allowed to change later. All the question papers should be answered in the medium itself applied by the applicant.

There are two question papers.

01. IQ – Total marks 100. 1 hour.

This question paper including ability of rational thinking, general knowledge, general IQ and ability to take decisions is consisted with 50 questions - multiple and short answers. All the questions should be answered.

02. *General knowledge* – Total Marks 100 . 1 Hour.  
50 questions - multiple and short answers to check the knowledge on political, social, cultural and economic situation in Sri Lanka and latest news regarding National and International matters and knowledge in National, International scientific and industrial development are included in this question paper. All the questions should be answered.

**Structured interview (Maximum marks - 25)**

Maximum marks of 25 are given for computer literacy, English language proficiency, talent achieved by facing the interview.

**08. Application and method of application.–**

From No. 01 to 09 should be in the first page and from No. 10 to 16 in the second page and the rest in the third page of the application and should be filled clearly in own handwriting. The applications not complying to the specimen application form and incomplete applications will be rejected without notice. So, before the application is forwarded confirm whether the application is complied with the specimen form and completed and the duly complied receipt of payment of examination fee has been pasted. Keeping a photocopy of the application will be useful. Further, when the application is prepared the name of the examination should be mentioned on the top of the application in English except Sinhala and except Tamil in Tamil language applications. The receipt of application will not be informed.

09. Application of officers who are already in the government service /provincial government service/ state corporations should be forwarded through their heads of institutions.

10. Admission cards for the examination will be posted by the Commissioner General of Examinations to all the applicants who have paid the due examination fee and submitted the applications on or before the due date on assumption that only those who have qualifications mentioned in the *Gazette* notification have applied. As soon as the admission cards are issued for the applicants a newspaper advertisement will be published by the

Department of Examinations mentioning that. If the admission cards are not received even after two or three days, it should be informed to the Department of Examinations. If the admission cards are not received even after lapse of two or three days, it should be informed to the Department of Examinations as mentioned in the notice. You are informed to contact the Department of Examinations with the copy of the application, copy of the receipt of payment of examination fee, receipt of registration of application mentioning the name of the examination, full name of the applicant, NIC No. and address and if applicants outside Colombo can contact with an application by fax.

10.1 Signature of the applicant in the application and admission card should have been attested. Signature of applicants who are already in the service of any institution should be attested by the head of the institution or an authorized officer and the signature of other applicants should be attested by a school Principal/retired officer, Grama Niladhari of the division, Justice of peace, Commissioner of Confirmation, Attorney-at-law, Notary public, an authorized officer in the armed forces, permanent officer in executive grade in public or provincial public service drawing an annual consolidated salary of Rs. 240,360 or more or incumbent of Buddhist temple or a priest holding considerable position.

Examination fee is Rs. 600.00 and the receipt received from any Post office, Sub post office in the name of the applicant for payment of the examination fee to be credited to the Government Revenue under the Revenue Head of Commissioner General of Examinations 2003-02-13 should be pasted in one corner on the due place of the application. It is kindly informed that except this any fee is not charged. Money orders or stamps are not accepted for the examination fee and the payment will not be refunded or transfer to another examination under any circumstances and keeping a photocopy will be useful in future.

11. Only the National Identity Card or valid Passport is accepted at the examinations held by the Department of Examinations of Sri Lanka to confirm the identity of the applicant. Issuing an admission card to an applicant is not considered that he or she has fulfilled the qualifications for the examination or a post. Applicants are abiding by the laws and regulations imposed by the Commissioner General of Examinations regarding the conduct of examination and issue of results. If the laws and regulations are breached they will be subjected to punishments imposed by the Commissioner General of Examinations. The admission

card where the signature is attested should be submitted to the head of examination hall on the first day itself of the examination.

12. The authority of taking decisions regarding any matter not covered by this notice is with the Director of Measurement Units, Standards and Services and if any non-conformity among the Sinhala, Tamil and English notices the Sinhala version is enforced.

S.N. AKURANTILAKE,  
Director of Measurement Units, Standards and Services (D.A),  
Measurement Units, Standards and Services Department.

Mahenawatta,  
Pitipana,  
Homagama,  
22nd September, 2017.

SPECIMEN APPLICATION FORM

For office use

මිනුම් ඒකක, ප්‍රමිති හා සේවා දෙපාර්තමේන්තුවේ ආශ්‍රිත නිලධාරී සේවා ගණයේ මිනුම් විද්‍යා පරීක්ෂණ නිලධාරී  
(දෙපාර්තමේන්තුගත) තනතුර සඳහා වන බඳවා ගැනීමේ විවෘත තරග විභාගය - 2017

OPEN COMPETITIVE EXAMINATION FOR THE RECRUITMENT TO THE POSTS OF METROLOGY EXPERIMENTAL OFFICERS (DEPARTMENTAL)  
OF DEPARTMENT OF MEASUREMENT UNITS, STANDARDS AND SERVICES -2017

Medium of language:

Sinhala - 2

Tamil - 3

English - 4

☐

(Put the relevant No. in the cage)

Town and Town No. expected to sit for the examination :

Town

Town No.

(According to the para 06 of the notice)

01. Name with initials in block capitals :\_\_\_\_\_.

Eg. NIMAL, A.B.C.D

02. Names depicted by the initials in block capitals :\_\_\_\_\_.

03. Name in full (Sinhala/Tamil) :\_\_\_\_\_.

04. Permanent Address in block capitals (Admission card will be posted to this address.) :\_\_\_\_\_.

05. Gender (Male - 0, Female - 1)

Put the relevant No. in the cage.

☐

06. National Identity Card No. :

07. Whether married or single (married -1, single -2)

Put the relevant No. in the cage.

☐

08. Ethnicity (Sinhala-1, Tamil-2, Indian Tamil-3, Muslim-4, Other-5)

Put the relevant No. in the cage

☐

09. (a) Date of birth :

Year  Month  Date

(b) Age to the last date of calling applications (to 09th November, 2017)

Years  Months  Days

10. Mention whether you are a citizen of Sri Lanka by descent or by registration (If by registration mention the details) :\_\_\_\_\_.

11. Educational/Professional qualifications :

11.1 Degree :\_\_\_\_\_.

University :\_\_\_\_\_.

External /Internal :\_\_\_\_\_.

Date of validity of degree :\_\_\_\_\_.

Subjects :\_\_\_\_\_.

Class :\_\_\_\_\_.

Medium of language of examination :\_\_\_\_\_.

11.2

Highest examination passed	
Sinhala	
Tamil	
English	

11.3 Other educational /professional qualifications :

Examination/course	Date/Period	Institution

12. Present employment and former designation, if any :

Institution	Designation	From	Up to

13. Have you been dismissed from any employment in Government service? (If so, mention in detail.) :\_\_\_\_\_.

14. Have departmental disciplinary inquiry been held against you (If you are still in Government service) ? :\_\_\_\_\_.

15. Have you been convicted by any court ? :\_\_\_\_\_.

16. (i) Post office/sub post office where the examination fee was paid :\_\_\_\_\_.

(ii) No. of the receipt :\_\_\_\_\_.

(iii) Date :\_\_\_\_\_.

(iv) Amount paid :\_\_\_\_\_.

Please paste securely the receipt obtained for payment of examination fee  
(Keeping a copy of the receipt with you will be useful)

17. *Certification of the applicant :*

I hereby declare that the particulars furnished by me in this application are true and correct and the receipt No.....and dated .....for payment of examination fee has been pasted on this. Further, I agree to abide by the rules and regulations applicable to candidates regarding the conduct of examination and issue of results. I also agree with any decision taken by the Commissioner General of Examinations regarding cancellation of my candidature if any disqualification was detected according to the examination rules and regulations when the examination is going on or after that.

\_\_\_\_\_,  
Signature of Candidate.

Date :\_\_\_\_\_.

18. *Certification of the Head of the Department if the applicant is serving in the Government service:-*

I do hereby certify that the details furnished by the applicant are accurate / should be amended as follows, has paid the due examination fee and pasted the receipt, his/her work and conduct are ..... and he/she can /cannot be released from the present service.

\_\_\_\_\_,  
Signature of the Head of the Department/Institution.

Designation :\_\_\_\_\_.

(Official stamp)

Date :\_\_\_\_\_.

09-890