

N.B.— Parts III and IV(A) of the *Gazette* No. 1,896 of 02.01.2015 were not published.

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The Gazette of the Democratic Socialist Republic of Sri Lanka

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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)

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

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

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

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 30th January, 2015 should reach Government Press on or before 12.00 noon on 16th January, 2015.

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*.”

P. H. L. V. DE SILVA,
Acting Government Printer.

Department of Government Printing,
Colombo 08,
01st January, 2015.

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



1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

the new post for a specified period with a view to testing him in his new post.

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

4. Terms of Engagement :

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

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

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

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

5. Serving Officers in the Public Service :

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

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

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

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

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

6. Definition of Salary for the purpose of Eligibility

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

7. New National Policy on Recruitment and Promotions :

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

Posts – Vacant

PUBLIC SERVICE COMMISSION

Ministry of Youth Affairs and Skills Development

RECRUITMENT TO THE POST OF LEGAL OFFICER (EXECUTIVE CATEGORY OF GRADE III)

APPLICATIONS are invited from Sri Lankan citizens who have following qualifications, to the post of Legal Officer of the Ministry of Youth Affairs and Skills Development.

01. *Recruitment Procedure.*— Applicants, who got highest marks on the results of structured interview, held by the interview board appointed by the Public Service Commission, out of the applicants who fulfilled the qualifications, mentioned in the notification, will be recruited for the number of vacancies available. In this case, structured interview will be held in accordance with the marking scheme, (mentioned under No. 06) which was approved by the Public Service Commission.

The effective date of this appointment would be decided on the order of the Public Service Commission.

02. *Qualifications :*

- (i) *Educational and Vocational Qualifications.*— Have obtained LLB Degree from a university recognized by the University Grant Commission or have sworn in the Supreme Court as a Lawyer.
- (ii) *Experience.*— Not less than three (03) year active professional experience, after sworn in the Supreme Court as a Lawyer.
- (iii) *Physical Fitness.*— Every candidates shall have sufficient physical and mental fitness to serve in any part of Sri Lanka and discharge the duties of the post.
- (iv) *Other :*
 - * Proficiency in Tamil and English Language is an additional qualifications.
 - * Must be a citizen of Sri Lanka.
 - * Must have excellent moral character.
 - * All qualifications, needed to recruit to this post, should have been fulfilled as at the closing date of applications.

03. *Conditions of employment and service conditions :*

- (i) This post is permanent and pensionable. Should contribute to the Widows/Widowers and Orphans Pension Scheme.
- (ii) Appointment will be subjected to a probation period of three (03) year. As mentioned in the scheme of recruitment, 1st Efficiency Bar Examination should be fulfilled within

03 years from the appointment to class III of the post of legal officer.

- (iii) In terms of Public Administration Circular No. 07/2007 and circulars, incidental thereto, proficiency in other official language, in excess to the language, recruited to the service, must be obtained, within 05 years from the appointment and the officers who recruited by the language other than official language should obtain prescribed official language proficiency within the period of probation.

- (iv) This appointment is subjected to procedural rules of Public Service Commission, the Establishments Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations and Departmental other orders.

04. *Age Limit.*— Should not be less than 21 years and not more than 45 years of the age on the closing date of applications.

05. *Salary Scale.*— Salary Scale of Rs. 22,935- 10x645 -8x790 - 17x1,050 - Rs. 53,555 is entitle for this post. (Salary segment SL-1-2006 of Public Administration Circular No. 06/2006 dated 25.04.2006).

06. Following marking scheme will be based for the structured interview :

	Subject	Maximum Marks
01.	1. Additional Educational Qualifications Degree on LLB obtained from an recognised University : – For pass of first class 20 – For a upper pass of second class 15 – For a lower pass of second class 10 For a pass of first class in final year of Law College 15 For a pass of second class in final year of Law College 10 <i>Note.</i> — Only 10 marks should be given if it passed the final exam in pass with honour before the year 1997. (Marks will be given only to the maximum qualifications - Marks should be given only the degree or only one qualification of Law College)	20
02.	Additional Professional Qualifications : Post graduate degree not less than 01 year, in relevant field given by an accepted institution or post diploma course in Law (05 marks each for one Diploma)	15

<i>Subject</i>		<i>Maximum Marks</i>
Diploma course not less than 06 months given by the recognised institution in relevant field (03 marks for each diploma)		
Certificate course not less than 03 months given by the recognised institution in relevant field (02 marks for each diploma)		
03. Additional Experience Experience as a Attorney-at-Law in Public or Private Sector - more than 06 months and less than one year - 02 marks 05 marks each for one year and maximum 30 marks (Except the 03 year service period performed the duty as a lawyer to receive the basic qualification) (Additional experience should be proven through a certificate received by an Attorney-at-Law who completed not less than 20 year service or Attorney-at-Law to the President or a Judge)		30
04. Computer Literacy		15
Follow the Information Technology as a main subject for a degree in a university recognised by the University Grant Commission	15	
Diploma course in Information Technology not less than one year in a recognised Institution of the Government or 1500 hours	10	
Certificate course in Information Technology in a recognised Institution of the government – 06 months/720 hours – 03 months/360 hours	07 05	
05. Proficiency in English		15
Post Degree/Degree/Post Degree in Law/ Degree in Law followed in English Medium (Should provide answers in English medium to all the question papers in relevant examinations)	15	
Diploma course in English Language in a university recognised by the University Grant Commission or an institution recognised by the government (01 year or 1500 hours)	10	

<i>Subject</i>		<i>Maximum Marks</i>
Certificate course in English Language in a university recognised by the University Grant Commission or an institution recognised by the government – 06 months/720 hours – 03 months/360 hours	07 05	
06. Skills in the interview		05
Total		100

07. Identity of the Candidates.– Only applicants, who have submitted completed applications will be called for structured interview. Original copies of certificates and properly certified copies should be submitted, in the interview. Following identity cards will be accepted to certify the identity of his/her, in the interview :

(i) Identity Card issued by the Commissioner of Registration of persons.

(ii) A valid pass port.

08. Method of Application :

(i) Applications, should be sent under registered cover to reach the "Secretary, Ministry of Youth Affairs and Skills Development, No. 354/2, Elvitigala Mawatha, Colombo 05 on or before 16.02.2015. Applications, received after that date will be rejected.

(ii) A specimen application is indicated at the end of this notification, Applicants should prepare their application, in their own handwriting, in A4 size paper with No. 01 to 07 appearing in 1st page, No. 08 to 11 appearing in 2nd page and the rest in next pages.

(iii) The envelope enclosing the application should be marked "Application for the post of legal officer" on the top left hand corner.

(iv) Signature of candidate should be attested by a Principal of a Government school/A justice of a peace/Commissioner of Oaths/Attorney-at-Law/Notary Public, Commissioned Officer in the Armed Force or an officer holding a permanent post in the Government with monthly consolidated salary of Rs. 22,935.

(v) Officers, who are already in Public or Provincial Public Service should submit applications through their Head of the Department.

(vi) Applications, without confirmity with the specimen application form, will be rejected. Inquiries about applications lost or delayed will not be accepted.

09. *Furnishing false information.*— Your candidature will be repealed, if any information mentioned in the application, being detected as incorrect or false, before the recruitment. If such information being detected after the recruitment, action will be taken to dismiss from the service, subject to the procedure relevant thereto.

10. Public Service Commission reserves the right to fill or not to fill vacancies.

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

By order of the Public Service Commission,

Secretary,
Ministry of Youth Affairs and
Skills Development.

Nipunatha Piyasa,
No. 354/2, Elvitigala Mawatha,
Colombo 05.

SPECIMEN APPLICATION

For office use

APPLICATION FOR THE POST OF LEGAL OFFICER MINISTRY OF YOUTH AFFAIRS
AND SKILLS DEVELOPMENT

01. Name of the Applicant :

- (i) Name with initials, initials at the end (In block capital letters) : _____.
- (ii) Full Name (In block capital letters) : _____.
- (iii) Full Name (Sinhala/Tamil) : _____.

02. Address and Telephone Number :

- (i) Official Address : _____.
- Telephone No. : _____.
- (ii) Private Address : _____.
- Telephone No. : _____.
- Mobile Telephone No. : _____.
- (Any change in the address or telephone number should be informed immediately)

03. Date of Birth :

Year : _____, Month : _____, Date : _____.

04. Age as at the closing date of application :

Years : _____, Months : _____, Days : _____.

05. National Identity Card Number : _____.

06. Sex : _____.

07. Whether married/unmarried/widow : _____.

08. Education Qualifications :

- (i) University, date and Language medium, obtained a Degree in Law : _____.
- (ii) Date, sworn in Supreme Court as a lawyer : _____.

09. Professional experience as a lawyer : _____ Years : _____.

10. Professional Qualifications :

Examination/ Diploma	Year	Subjects	Grade	Name of the Institution/University

11. Experience :

Institutions, worked	Designation	Period worked	Whether Public Sector/Semi Government/Private

12. Profficiency in Computer Literacy :

- Degree : _____.
- Diploma : _____.
- Certificate course : _____.

13. Profficiency in English Language :

- Degree in English Medium : _____.
- Diploma course in English : _____.
- Certificate course in English : _____.

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

15. Whether you have dismissed from a post in Public Service, that you had been holding ? : _____.

16. If you are already in public service is there any disciplinary inquiry pending against you ? : _____.

17. Whether you have been convicted in a court, if so, state details : _____.

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

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

Attestation of the Head of the Department/Institution :

_____,
Signature of the applicant.

Date :_____.

18. 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 :_____.

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

_____,
Signature of the Head of the Department
or Authorized Officer.
(Official Seal)

Date :_____.

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

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