

N.B.— Parts I-III and II of the *Gazette* No. 1,772 of 17.08.2012 were not published.
The catalogue of books printed quarterly in October – December, 2008 has been published in Part V of this *gazette*.

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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,773 - 2012 අගෝස්තු 24 වැනි සිකුරාදා - 2012.08.24
No. 1,773 – FRIDAY, AUGUST 24, 2012

(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 14th September, 2012 should reach Government Press on or before 12.00 noon on 30th August, 2012.

B. K. S. RAVINDRA,
Acting Government Printer.

Department of Govt. Printing,
Colombo 08,
23rd June, 2012.

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.

Department of Examinations,
Pelawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

Posts – Vacant

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Marriages, Births and Deaths in Tamil Medium

PUTTALAM DISTRICT

APPLICATIONS are invited for the Posts of Registrars of Marriages, Births and Deaths in the Divisions set out in the Schedule hereto.

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

02. Both male and female can apply for these posts.

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 24th September, 2012.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
02nd August, 2012.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Puttalam	Mundalama	Post of Registrar of Births, Deaths and Marriages for Mundalama Divisional Secretary's Division (Tamil Medium)	District Secretary/Additional Registrar General, District Secretariat, Puttalam.
Puttalam	Wanathawilluwa	Post of Registrar of Marriages of Kalpitiya Division and Births, Deaths of Wanathawilluwa Divisional Secretary's Division (Tamil Medium)	District Secretary/Additional Registrar General, District Secretariat, Puttalam.

08-606

SRI LANKA RAILWAY DEPARTMENT

Recruitment of Railway Sub-Station Masters on contract basis

APPLICATIONS are hereby invited for recruitment of Sub-Station Masters on Contract basis to Sri Lanka Railway Department for the following vacant stations.

- | | |
|------------------|---------------------------|
| 01. Cotta Road | 09. Investment Zone |
| 02. Arukwatte | 10. Kattuwa |
| 03. Pengiriwatte | 11. Gallella |
| 04. Udahamulla | 12. Horivila |
| 05. Baththuluoya | 13. Anuradhapura New Town |
| 06. Thelwatte | 14. Neriyaikulam |
| 07. Navinna | 15. Ihala Watawala |
| 08. Kadugoda | |

01. *Sub-station Master's Duty Details :*

The Agents employed in charge of the Railway ticket issuing stations in accordance with the trans stopped at such stations, are to issue Railway Tickets 24 hours a day, receive parcels, hand over the parcels received to the rightful owners, remit monies collected, to the Chief Accountant Railways, upkeep the sub-station and carry out other duties as and when directed by the General Manager Railways, will be the normal duties of these Agents.

02. *Allowances.*— A post that does not belong to permanent cadre of employees. The selected will be paid a commission depending on the income of stations and approved allowances only. Whilst the minimum allowances paid with the minimum commission of Rs. 310 will be not less than Rs. 5,329.

03. Whilst only males could sent in their applications, an applicant could apply for one sub-station only. At instances where applications are made for more than one station, the first sub-station indicated in the application will be considered as the sub-station for which the application has been made.

04. *Age limit.*— As at last date of the acceptance of the applications, the age should not be less than 18 years or more than 45 years.

05. *Educational qualifications.*— G. C. E. (Ordinary Level) Examination in six subjects with 4 credit passes including Sinhala/Tamil/English and Mathematics at one sitting.

06. *Other qualifications :*

- (i) The applicant should be a permanent resident for a period of 05 years of a place within a distance of 11km (Radius) from the sub-station. Before issuing the letter of assignment, the place of permanent residence should be confirmed by documents ("Grama Niladhari" certificate, Divisional Secretary's certificate, extract from teh voters' register, etc.). Whilst the address indicated in the application need to be the permanent address. It is from this address, the direct distance to the station to be calculated.
- (ii) Applicants should be Sri Lankan Citizens.
- (iii) Those at present serving as sub-railway station masters or those who had served in such a capacity are not eligible to apply.
- (iv) Selection will be made after proven to be of sound health condition and good eye sight. Educational qualifications and good eye sight are compulsory.

07. *Method of Selection.*— Selection will be made on the merit performance at a written competitive examination conducted by the General Manager, Railways. Accordingly, all the applicants need to answer two question papers set under the following subjects

at this competitive examination. Minimum marks of 40% on each subject should be obtained to be qualified at this examination.

(i) *Language ability :*

Duration - 01 hour, total marks 100

A question paper comprising of subject related questions on correct command of the language and understanding.

(ii) *Intelligence Test :*

Time : 01 hour - Total marks 100

A question paper of multiple choice question type set to gauge logical, quick decisions through mathematical problems, language sections, tables, matching records, pictures and graphs including critical intelligence where the answers are to be furnished in the question paper itself.

Note :

- (i) Out of those who are qualified at the examination, in accordance with the indicated ticket issuing stations, the applicant who obtained the highest marks will be called up for a qualifications examining interview in order to appoint the applicant to the relevant ticket issuing station.
- (ii) No marks whatsoever will be given at the interview.
- (iii) If the qualified had obtained equal marks, at such a situation, an opportunity will be given to the applicant who had worked an approved substitute under a Railway Ticket issuing Agent or a Sub-Railway Station Master, in such an absence, the resident closest to the sub-station will be selected.

08. *Conditions for Employments in Service :*

- (a) The selected are to deposit a sum of money as decided by the General Manager, Railways or a minimum sum of Rs. 25,000 as a security deposit and are to act in accordance with the conditions of agreement entered into with the General Manager, Railways. Violations of conditions stipulated in this agreement will tantamount to termination of service.
- (b) As this appointment is on a contract basis, the relevant contract needs to be renewed annually. If not renewed the contract will be revoked.
- (c) The selected applicant needs to obtain a training of the duties for a period of 14 days relevant to the station he will be assigned to a Railway Station named by the General Manager, Railways. No allowance will be paid during the training period.
- (d) The selected applicant could obtain the services of service of an assistant with the approval of Department of Railways. No payment will be made to the substitute

by the Department and the full responsibility of the station will vest with the Railway Sub-station Master.

- (e) During the period of training or during the period of service as a Sub-Railway Station Master or at any point of time or at the interview, if the applicant was found to have furnished incorrect and invalid information his service will be discontinued immediately without prior notification.
- (f) The Department is not bound to offer permanent employment in the Railway Department to the applicant selected as the Sub Railway Station Master.

09. Service Conditions :

- (i) If some condition or several are violated in the agreement entered into, the appointment will be immediately discontinued ;
- (ii) The applicant should agree to be subjected to, the provisions and regulations enforced from time to time by the General Manager, Railways.

10. Examination Fees.- All the applicants should attach a money order to the value of Rs. 400 which is non-refundable made to the name of General Manager, Railways payable at Maradana Post Office. Payment of examination fees by other methods would result in the rejection of the application. Incomplete and informal applications will be rejected without any notification. The applicants to the examination should prove their identity at the examination.

11. Submission of Applications.- The applicant himself should prepare the application on typing sheet size (A4). The applications should be addressed to : The General Manager, Railways, P. O. Box 355, Colombo 10, indicating "Application for the Sub-Railway Station Master's Examination – Railway Station Applied" on the top left hand corner of the envelope enclosing the application. The application should be sent under registered cover to reach us on or before 21.09.2012 (the specimen form of the application is as follows).

12. Certification of the Application.- The signature of the applicant in the application should be certified by Principal of a Government School/Justice of the Peace/Commissioner for Oaths/ Attorney-at-Law/Commissioned Officer in the Army/an Officer in the Police Service holding a gazetted position or a permanent Government Officer in receipt of an annual salary of not less than Rs. 237,060.

B. A. P. ARIYARATHNA,
 General Manager, Railways.

At the Office of the General Manager of Railways,
 Colombo 10,
 On the 02nd of August, 2012.

SRI LANKA RAILWAY DEPARTMENT

THE APPLICATION FORM FOR THE POST OF THE SUB-STATION MASTER ON CONTRACT BASIS

01. The Sub-Railway Station, applied for :

- (i) Full name : _____.
- (ii) Name with initials (in Sinhala/Tamil) : _____.
- (iii) Name with initials (in English) : _____.

02. Permanent Residential Address :

- (i) In Sinhala/Tamil : _____.
- (ii) In English : _____.
- (iii) Telephone No. (Home) : _____.
- (Mobile) : _____.

03. Date of birth :

Age on 21.09.2012 :

Years : Months : Days :

04. National Identity Card Number :

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05. District :

06. Divisional Secretariat :

Grama Niladhari Division :

07. Distance from your permanent residential place to the Sub Railway Station, applied for : (Direct Distance) Mention in Kms. : _____.

08. Educational qualifications :

G. C. E. (Ord./Level) :

Year and Index Number	Subject	Grade

09. Other qualifications : _____.

10. Language medium of examination (Sinhala/Tamil/English) : _____.

11. Were you charged in a court of law for an offence ? If so, quote full details : _____.

12. The original copy of the receipt bearing the No. received by payment of Rs. 400 to the Post Office

has been attached herewith (Payment of Examination fee in any other way causes to rejection of the application) :_____.

13. Declaration of the applicant :

(a) I certify that all the particulars furnished by me in the application form are true and accurate.

(b) I am aware that if this declaration is found to be false before the appointment the candidature will be cancelled and I am aware that I am liable to dismissal if the inaccuracy is detected after the appointment.

_____,
Applicant's Signature.

Date :_____.

14. Attestation of the applicant' signature :

I attest that I personally know Mr. bearing the National Identity Card No. who produce this application and puts his signature before me.

_____,
Signature of the Attester.

Date :_____.

Attester's Name :_____.

Designation :_____.

Address :_____.

Date :_____.

(Please put the official frank).

08-604

Examinations, Results of Examinations &c.

MINISTRY OF PUBLIC ADMINISTRATION AND HOME AFFAIRS

Open Competitive Examination for Recruitment to the Post of Technical Officer (Grade III) of Sri Lanka Technological Service to be appointed for the service at District Secretariat/Office of the Government Agent and Divisional Secretariats - 2012

APPLICATIONS are hereby called from the qualified Sri Lanka citizens for the Open Competitive Examination held for recruitment to above posts.

02. On the results of a written test conducted by Commissioner General of Examinations, candidates who have proved their qualifications on merit will be selected for appointment to the Posts in Grade III of Technical Officer or Posts in Training Grade in Sri Lanka Technological Service to be attached to District Secretariats/Office of the Government Agent and Divisional Secretariats under Ministry of Public Administration and Home Affairs.

03. *Age Limit.* - Candidates should be not less than 18 years and not more than 30 years of age on the closing date of applications. However, the maximum age limit will not be applicable for the candidates who are already in Public or Provincial Public Service.

04. (a) *Grade III :*

Educational Qualifications :

(i) Should pass G. C. E. (O/L) in not more than two sittings, in six subjects with credit passes for language or literature, mathematics, science and one other subject.

(ii) Should pass G. C. E. (A/L) in one and the same sitting, in three subjects including Pure Mathematics/Applied Mathematics/Combine Mathematics and Physics.

Professional Qualifications. - Candidates should have obtained one of the following professional qualifications along with educational qualifications mentioned in 04(a) above :-

(i) National Diploma in Technology awarded by University of Moratuwa or Hardy Institution in Ampara ; or

(ii) National Diploma in Engineering awarded by National Apprentice and Industrial Training Authority ; or

(iii) Higher National Diploma in Engineering awarded by Ministry of Education and Higher Education ; or

(iv) Diploma in Technology awarded by the Open University of Sri Lanka ; or

(v) Successful completion of Part I of the Engineering Examination conducted by Sri Lanka Engineering Institute ; or

(vi) Other qualifications recognized by Sri Lanka Technological Services Board as equivalent to above technological qualifications.

(b) *Training Grade :*

Educational Qualifications. - Should pass G. C. E. (A/L) in one and the same sitting, in three Science subjects including two subjects relevant to the field and should pass G. C. E. (O/L) in not more than two sittings, in six subjects with credit passes for Language or Literature, Mathematics, Science and one other subject.

Professional Qualifications. - Candidates should have obtained the National Certificate of Technology (Part time three year training course) relevant to the field of his employment from a Technical College recognized by the government with the afore mentioned basic qualifications.

* The candidates who become qualified at the Open Competitive Examination for a Training Grade in Technological Service will be placed on the initial salary step of the salary scale of Grade III after they submit the certificate issued by the relevant institution to the effect that they have completed the one year theoretical and practical training according to the syllabus relevant to the service and have passed the relevant examination.

* The apprentices who are unable to pass the examination held at the end of the training, have the opportunity to get their training extended for a period of not more than 06 months. The service of the apprentices who fail the examination held at the end of the extended period will be suspended.

05. *Salary Scale :*

(a) *Grade III :*

MN 3-2006 A under Public Administration Circular 06/2006 Rs. 15,005 - 180x4 - 240 x 6 - 320 x11 - 360x20 - Rs. 27,885.

Candidates should pass first efficiency Bar Examination before reaching fourth salary increment and proficiency in Second Official Language should be obtained before the lapse of 05 years from the appointment as per Public Administration Circular No. 7/2007 dated 28.05.2007.

(b) *Training Grade.*— Monthly Allowance - Rs. 12,920.

06. *Service Conditions :*

1. This post is permanent and pensionable ;
2. Selected candidates will be attached to District Secretariats/Office of the Government Agent and Divisional Secretariats on the discretion of Secretary, Ministry of Public Administration and Home Affairs ;
3. Selected candidates are liable to serve in any part of the island ;
4. Selected candidates will be subjected to a probation period of three years. Candidates who are already in public service will be subjected to an acting period of one year ;
5. Selected candidates are bound by provisions indicated in Establishments Code and Financial Regulations and provisions of Public Administration Circulars, orders issued from time to time by the Government and instructions issued by the Department.

07.(i) *Method of Recruitment.*— This examination will be held strictly in Colombo by Commissioner General of Examinations on the supervision of Technological Service Board in December, 2012.

(ii) *Scheme of Examination :*

- (i) Examination will be held in both Sinhala and Tamil media. It is not allowed to change the medium of language applied by the candidate consequently.
- (ii) Candidates should answer all question papers at the examination in one and the same language.
- (iii) Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examination for the purpose of conducting the examination and they shall be liable to be subjected to any punishment imposed by Commissioner General of Examination for violation of these rules and regulations.

(iii) *Subjects of the Examination.*— Examination will consist of two question papers :

1. Intelligence Test ;
2. Question paper on Technology.

08. *Syllabus :*

(i) *Intelligence Test :*

Duration - 1 hour - Marks 100

This paper consists of questions designed to assess the candidate's capacity for critical reasoning' decision making and analytical power.

(ii) *Question paper on Technology :*

Duration - 3 hours - Marks 100

This paper consists of questions designed to assess the candidate's capacity on Principles of building construction, for designing and understanding plans, water supply, drainage systems, disposal of garbage.

The priority list for recruitment will be prepared on the aggregate of marks by selecting candidates who secured 40% or more for each paper.

* Candidates are required to bring geometrical sets and other necessary tools to the examination centre for answering the paper.

09. *Penalty for Furnishing False Information.*— Care should be taken to furnish correct information in filling the application form. If a candidate is found to be inelligible, his candidature is liable to be cancelled at any stage prior to during or after the examination, as per the rules and regulations of this examination. If, during any stage, it is found that a candidate has furnished false he will be liable for dismissal from the Public Service. The issue of an admission card to a candidate does not necessarily mean that he/she has the required qualifications to sit the examination.

10. *Examination Fee.*— The fee is Rs. 500. It should be paid at any District Secretariat/Divisional Secretariat to be credited to

Revenue Head 2003-02-13 of the Commissioner General of Examinations. The receipt obtained from the District Secretariat/ Divisional Secretariat should be pasted securely to the relevant cage in the application form. (It is advisable to keep a photocopy of the receipt with the candidate for future reference). Under no circumstance will the fee be refunded. Money order or stamps will not be accepted as examination fees.

11. Method of Application :

(a) Applications should be prepared using papers of A4 size (21x29cm) (normal half sheets) in such a way that,

(i) Para 01-03 appear on the first page ; and

(ii) para No. 04 onwards on the other pages ;

(iii) Applications which are incomplete and not prepared in accordance with the specimen form will be rejected without any notice. Further it would be advisable to keep a photocopy of the completed application form. It is the responsibility of the candidate to make sure that the application form perfected by him/her complies with the specimen given in the examination notice. It is essential to mention the name of examination in English language as well, in applications prepared in both Sinhala and Tamil mediums.

(b) The completed application form for the examination should be sent by Registered Post to reach below mentioned address on or before 24th September, 2012.

Commissioner General of Examination,
Organization and Foreign Examination Branch,
Department of Examinations,
Pelawatta, Battaramulla.

The words "Recruitment to the Post of Technical Officer (Grade III) of Sri Lanka Technological Service - 2012" should be clearly indicated on the top left-hand corner of the envelope enclosing the application. Any application received after the closing date will not be accepted.

(c) A notification will be published in newspapers as soon as the admission cards are issued to the 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 : *i. e.* certified photocopies of the application form and the receipt kept at your possession, receipt of registration and in case of applicants outside Colombo, letter of request furnishing a fax number to which the admission card should be sent.

12. Candidates will be required to surrender any of the following documents to the supervisor of the examination hall to prove their identity :

(i) National Identity Card issued by the Department of Registration of Persons ;

(ii) A valid passport ;

(iii) Driving license.

13. Any matter not provided for in these regulations will be dealt with as determined by the Secretary to Ministry of Public Administration and Home Affairs. Candidates shall be bound by the general rules and regulations pertainign to this examination mentioned in the *Gazette*.

P. B. ABEYKOON,
Secretary,
Ministry of Public Administration and
Home Affairs.

Ministry of Public Administration and Home Affairs,
09th August, 2012.

SPECIMEN APPLICATION FORM

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE POST OF
TECHNICAL OFFICER (GRADE III) OF SRI LANKA TECHNOLOGICAL
SERVICE TO BE APPOINTED FOR THE SERVICE OF DISTRICT SECRETARIAT
AND DIVISIONAL SECRETARIATS UNDER MINISTRY OF PUBLIC
ADMINISTRATION AND HOME AFFAIRS - 2012

(for office use only)

Language Medium :

Sinhala - 2

Tamil - 3

(Indicate the relevant number in the cage)

Grade applied for :

Grade III - 1

Training Grade - 2

(Indicate the relevant number in the cage)

1.0 1.1 Name with initials : _____.
(in English block capitals) Eg. : PERERA, A. B. C.

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

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

1.4 N. I. C. Number :

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2.0 2.1 Permanent address : _____.
(In English block capitals)

- 2.2 Permanent address : _____.
(In Sinhala/Tamil)
- 2.3 Address to which the admission card should be sent (in English block capitals) : _____.
- 2.4 Postal city : _____.
(In English block capitals)

- 3.0 3.1 Sex :
- Female - 1
- Male - 0
- (Indicate relevant number in the cage)

- 3.2 Date of birth :
- Year : Month : Date :

- 3.3 Age as at 24th September, 2012 :
- Years : Months : Days :

4.0 Educational qualifications :

- 4.1 Particulars of G. C. E. (O/L) Examination :
- (i) Year and month of the examination : _____.
- (ii) Index Number : _____.
- (iii) Results :

Subject	Grade	Subject	Grade
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

- 4.2 Particulars of G. C. E. (A/L) Examination :
- (i) Year and Month of the examination : _____.
- (ii) Index Number : _____.
- (iii) Results :

Subject	Grade
1.	
2.	
3.	
4.	

5.0 Technical qualifications :

Institution	Course followed	Duration	Pass	Certificate No. and date

- 6.0 Other qualifications : _____.

- 7.0 If already in public service :
- 7.1 Address of Department/Institution : _____.
- 7.2 Present Post : _____.
- 7.3 Period of Service : _____.
- 7.4 Whether the post is permanent and pensionable or temporary : _____.

- 8.0 have you ever been convicted of any offence in a Court of Law ? (Indicate "✓" in the relevant cage) (Indicate particulars, if the answer is yes)
- Yes No

- 9.0 Particulars of the receipt obtained for the examination fee :
- (i) Office to which the payment was made : _____.
- (ii) Number and the date of the receipt : _____.
- (iii) Amount : _____.

Receipt is to be affixed here so as not to be detached.

10.0 Candidate's certificate :

- (a) I solemnly declare that particulars furnished by me in this application are true and accurate to the best of my knowledge. I agree so suffer any loss that may cause as a result of any information not being completed and/or any information erroneously being included here. I also state that all sections herein have been correctly filled.
- (b) I am aware that if any particulars contained herein are found to be false I am liable to disqualification before appointment and to dismissal from service if the inaccuracy is detected after appointment.
- (c) I hereby agree to abide by all the conditions imposed by the Commissioner General of Examination for the purpose of holding this examination.
- (d) I shall not change any information mentioned herein later.

Signature of Applicant.

Date : _____.

11.0 Attestation of Applicant's Signature :

I hereby certify that Mr./Mrs./Miss who submits this application, is known to me personally and that he/she placed his/her signature in my presence on and further the officer has paid the prescribed examination fee and pasted the receipt on the applications.

Signature of the Officer attesting the signature.

Date : _____.

Name in full of the officer, attesting the signature : _____.

Designation : _____.

Address : _____.

(To be confirmed by official stamp)