

N. B.— (i) Part II, III and IV(B) of the Gazette No. 2230 of 28.05.2021 were not published.



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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 2,231 – 2021 ජූනි මස 04 වැනි සිකුරාදා – 2021.06.04
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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 25th June, 2021 should reach Government Press on or before 12.00 noon on 11th June, 2021.

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.

Department of Govt. Printing,
Colombo 08,
01st January, 2021.

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



1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4. Terms of Engagement :

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

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

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

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

5. Serving Officers in the Public Service :

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

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

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

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

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

6. Definition of Salary for the purpose of Eligibility :

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

7. New National Policy on Recruitment and Promotions :

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

RULES AND INSTRUCTIONS FOR EXAMINATION CANDIDATES

All examination candidates are bound to act in compliance with the provisions of the Public Examinations Act, No.25 of 1968 which was amended by No.19 of 1976 and other rules and regulations imposed from time to time.

The following conditions and restrictions are hereby imposed through the Sentence No. 20 of the Public Examinations Act, No.25 of 1968 which was amended through No.19 of 1976 as per the powers assigned to the Commissioner General Examinations.

All examination candidates are bound to abide by the rules given below and a candidate who violates any of these rules is liable to one or more of the following penalties mentioned below at the discretion of the Commissioner General of Examinations.

- I. Debaring to appear for the whole examination or part of it which was under investigation.
- II. Disqualifying from one subject or from the whole examination which was under investigation.
- III. Imposing lifetime ban for all the examinations conducted by the Department of Examinations, Sri Lanka.
- IV. Debarment from appearing for examinations conducted by the Department of Examinations, Sri Lanka for a certain period of time.
- V. Issuing a letter with suspended debarment of examination.
- VI. Suspension of the certificate for a specific period.
- VII. Handing over the examination candidate to the police to file a criminal case under the Public Examinations Act or complaining the police regarding such act.
- VIII. When the examination candidate is a government employee, reporting the appointing authority of such examination candidate (to take disciplinary actions) regarding the conduct of such examination candidate.

The Commissioner General of Examinations reserves himself the right to take actions with respect to such examination candidate prior to, during or after the examination or at any stage. His decision with respect to that should be deemed final.

1. Every examination candidate should act in the examination hall and at the examination premises in such a manner that any disturbance or obstruction should not take place for the examination supervisor and his staff as well as for other examination candidates. Moreover, examination candidates should not vandalize the property of the examination premises or damage the private property of the examination staff.

2. Examination candidates should act in compliance with the instructions given by the examination supervisor and his staff when the examination is in progress and before the commencement of the examination as well as immediately after the end of the examination.

3. No examination candidate will be admitted to the examination hall after the lapse of half an hour subsequent to the commencement of the question paper at an examination. Also, no examination candidate will be permitted to leave the examination hall until the examination ends. Actions should be taken to participate for practical tests or oral tests on time.

4. Every examination candidate should sit on the seat reserved for him/her bearing the respective Index Number and not any other seat. Unless with the special permission of the examination supervisor, no candidate should change his/her seat. The occupation of a seat other than the one assigned to him/her is liable to be considered as an act committed with dishonest intention.

5. Absolute silence should be maintained in the examination hall. A candidate is forbidden to speak to or to exchange messages or to have any dealing with any person within or outside the examination hall for any matter other than a member of the examination hall staff.

6. Since the answer script of an examination candidate will be solely identified through the candidate's Index Number, it is completely prohibited to write one's name on the answer script, put a certain mark or note to distinguish the answer script, write indecent or unnecessary things on the answer script and attaching currency notes with the answer script. Further, writing other examination candidate's Index Number on one's answer script could be considered as an attempt to commit a dishonest act. Answer scripts bearing Index Numbers those are difficult to decipher are liable to be rejected.

7. Examination candidates should not write on question paper or desk or any other place except on the papers (papers given to answer with the invigilator's short signature and the date with regard to the day on which the examination is conducted) supplied at the examination hall. Acting non-compliance with these instructions will be considered as an act committed with dishonest intention.

8. Any paper or answer books supplied to examination candidates should not be torn up or crushed. Each and every sheet of paper used for rough work should be clearly crossed out and attached to the answer script or submitted with the answer script at the end of the examination or the candidate should do the needful as per the given instructions. It is forbidden to take out anything written inside the examination hall. If a question has been answered twice in two different places, the unnecessary answer should be clearly crossed out.

9. It is forbidden to take out the papers or any other material supplied to answer at the examination out of the examination hall. All such materials are belonged to the Commissioner General of Examinations and breach of this rule will be considered as a punishable act.

10. When examination candidates appear for the examination in the examination hall, they should not keep in their possession or by their side other note books, papers with notes or paper pieces except the stationery supplied to them for answering at the examination and the materials which were authorized in written for each examination. Also, keeping mobile phones, electronic communication instruments/ devices in one's possession or by one's side and obtaining assistance from external parties through such instruments/devices and sending information to other parties and social media while the examination is in progress are considered to be dishonest acts and punishable offences.

11. In case electronic communication instruments/devices are revealed to be used for the purposes mentioned in the above paragraph no. 10, such instruments/devices will be taken into the custody of the Commissioner General of Examinations until the investigations are concluded.

12. After sitting in the examination hall, an examination candidate is strictly forbidden to keep any unauthorized material or instrument in his/her possession prior to the examination or when the examination is in progress. In case the supervisor or the examination staff orders, each candidate is bound to declare everything he/she has with him/her and get them

checked. Breach of these requirements should be considered as an attempt to commit an act of dishonesty.

13. It is an offence, in case a candidate copies or attempts to copy from the answer script of another candidate or a book or a script or a paper containing notes or through signals or any other source or acts dishonestly. Also, helping another candidate and getting help from another candidate or a person or exam staff are also offences and every completed answer sheet should be kept underneath the sheet on which the answer is being written. Writing papers 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 after the commencement of the examination. However, in case an examination candidate needs to leave the examination hall to use the lavatory/urinal, the candidate will be permitted to go outside for a brief period under the surveillance of an officer belongs to the assistant staff of the examination supervisor. He/ She shall be subject to search before leaving the examination hall as well as when re-entering it.

15. Impersonation before commencement of answering at the examination hall or after, is a punishable act. Tampering with identity cards or presenting false identity cards is considered to be an act of dishonesty.

16. Assistance given to a candidate in an improper and dishonest manner by a candidate or a person, who is not a candidate, is considered to be a serious offence.

17. Examination candidate should adhere to the following instructions.

I. Every examination candidate should take actions to get the signature in their admission paper attested and get the subjects amended prior to the examination, after inquiring the Department of Examinations, Sri Lanka in case there is any discrepancy between the subjects applied and the subject indicated in the admission paper.

II. It is appropriate to arrive the examination hall, half an hour prior to the commencement of the examination and if you are not quite certain of the location of the examination hall, make inquiries on a day prior to the date of examination and be sure of its exact location.

III. Candidate should produce their identity cards and get their identities confirmed at every paper they sit when appearing for the examination.

(a) Actions will be taken to cancel the candidature in case a candidate fails to produce the identification documents at the examination hall and in case a candidate forgets to bring such documents into the examination hall, that fact should be brought to the notice of the supervisor and arrangements should be made to produce them before the examination ends.

(b) Every candidate should be in the examination hall during the examination period in such a way that his/her face should be clearly recognizable to display his / her identity in a clearly visible manner.

IV. Examination candidates should keep their ears openly and in a clearly visible manner so as to confirm that they are not using electronic communication instruments/ devices like Bluetooth.

V. No paper other than those issued at the examination hall should be used for answering questions. Excess paper and other materials should be left on your desk in good condition in a reusable manner.

VI. Examination candidates should bring their own pens, pencils, erasers, foot rulers, geometrical instruments, boxes of coloured pencils and boxes of coloured chalks, etc.

VII. When you start answering, you should promptly write down the Index Number clearly on the answer book used and each sheet of paper. Write answers clearly and legibly on both sides of the paper. You should leave at least a single blank line after providing the answer to a part of a question before starting to answer the next part of such question. You should provide answers in a fresh page for each question.

VIII. The left-hand margin of the answer sheet is set apart to enter the question number. Since the right-hand margin is reserved for the examiner's use, nothing should be written there. Actions should be taken to number the questions you answered correctly as incorrect numbering leads to confusion.

IX. When mathematical questions are answered, give all details of calculations and any rough work in their serial order as part of the solving of the sum. The sketches and diagrams drawn in the relevant places should be accurate and sufficiently large.

X. You should read carefully the instructions given at the head of the questions paper with regard to the compulsory questions and the other questions which should be selected. Marks will not be granted for answers provided disregarding the given instructions in the question paper.

XI. At the end of answering for each question, in addition to the answer book used, the answer sheets should be collected according to the page number and then should be tied/ attached at the top left-hand corner in a non-detachable manner. Make sure whether you have attached all the answer sheets prior to handing over the answer script. Any answer sheet taken out of the examination centre will not be evaluated after the handing over of such answer scripts.

XII. Your answer script should be handed over to the examination supervisor or to an officer of his/her staff. You should remain in your seat until the answer scripts are collected. Failure to do so may result in the loss of your answer script and your being treated as an absentee for a certain subject.

XIII. If it becomes necessary for you to speak to the examination supervisor or an officer of his/her staff due to a certain matter, you should sign him by tapping two times on the desk without disturbing others.

Commissioner General of the Examinations.

At the Department of Examinations, Sri Lanka,
Pellawatta,
Battaramulla.

Examinations, Results of Examinations & c.

STATE MINISTRY OF SKILLS DEVELOPMENT, VOCATIONAL, EDUCATION, RESEARCH AND INNOVATION

Ceylon - German Technical Training Institute - Moratuwa

ADMISSION FOR THE FULL TIME COURSES UNDER THE NATIONAL APPRENTICESHIP SCHEME - 2021

APPLICATIONS are invited from Male and Female candidates who hold following minimum Qualifications for the admission of Year 2021.

01. (a) *Age*.— Between 16 - 22 years as at 31.03.2021.

(b) *Education*.— Passed in 06 subjects at the G. C. E. (O/L) Examination including Sinhala/ Tamil language (Medium of Instruction) and Mathematics in one sitting.

Or

Passed in 06 subjects at the London (O/L) Examination including English language and Mathematics in one sitting.

Applicants who have special skills.— Candidates who have placed among first three places in a Provincial level competition or obtain a certificate of merit or above by a National Competition of Sri Lanka Inventors Commission in Electrical/Electronic/Mechanical fields and candidates who have completed the above Section (b) qualifications with not less than two attempts are also qualified to sit for the examination.

Note.— Candidates following full time courses at National Apprentice and Industrial Training Authority (NAITA) and bonded for period of 03 years or more are not eligible to apply for these full time courses.

02. *Course Medium*.— All courses are conducted in Sinhala medium. Only Automobile course will conduct in Tamil medium too. Opportunity will be provided to follow other courses to the Tamil Medium students, who have ability in Sinhala language. London G. C. E. Ordinary Level qualification holders will be allowed to follow courses in Sinhala/Tamil Medium.

03. *Entrance Examination*.— Applicants who possess the requisite minimum qualifications will be allowed to sit for

the admission test provided examination fees referred to in Column 4 below have been paid.

(a) *Medium*.— Sinhala/Tamil.

(b) *Examination Centers*.— A written examination for admission will be conducted at the Centers in Colombo, Kandy, Galle, Badulla, Anuradhapura and Vavuniya as indicated in the application.

Kindly note that if an adequate Number of candidates are not available at particular centers then the management reserve the right to change the centers by accommodating such applications according to the preference of the candidate.

Examination Subjects.— The examination will consist of two question papers based on Mathematics, General knowledge, Intelligence test, Technical knowledge, English knowledge and Technical Drawing.

04. *Examination Fees*.— Applicants should pay Rupees Five Hundred only (Rs. 500/-) as examination fees. Paying voucher of the Bank should be attached to the application. The application should be forwarded together with the paying voucher of the Bank.

Payment.— The payment can be made to any Bank of Ceylon Branch to the Accountant, Ceylon German Technical Training Institute which credit to Account Number 681490 maintained at Moratuwa Branch. Paying vouchers that defaced or erased will not be accepted. Application which does not contain a credit voucher to the value will be rejected. Examination fees will not be refunded to candidates those who are not appearing for the examination or on rejection of their applications for any other reason.

05. *Primary Selection*.— Primary selection of candidates for admission will be merit based on the written examination and those who obtain the required highest marks will be called for interview to the final selection. Cutoff marks for less privileged provinces would be decided by the Management of CGTTI. (Less privileged provinces are decided according to Sri Lanka Examination Department).

06. *Final Selection*.— Those who obtained highest marks from aptitude test and interview would be considered for final selection. 40% marks are allocated for aptitude test and 60% for the interview. Extra Curricular activities are specially considered.

The selected candidates will have to go through a medical examination and those who fail the medical test will be discontinued.

07. *Training Courses :*

Serial No.	Course	Duration
01	Automobile	04 years
02	Millwright/Fitter	04 years
03	Power Electrical	03 1/2 years
04	Air-Conditioning and Refrigeration	03 1/2 years
05	Tool Machinery	03 1/2 years
06	Mechatronic Technology (Industrial)	03 1/2 years
07	Auto Air conditioning	03 years
08	Auto Electrical	03 years
09	Diesel Mechanic	03 years
10	Welding	03 years
11	Motor Vehicle Body Repairer and Painter	03 years

Selected candidates will be allowed to follow the above mentioned courses of training depending on the aptitude they show in the trade selection test conducted after first year of basic training.

08. *Bond to be signed.*– All selected candidates are required to enter in to a bond to undergo full time training at CGTTI for periods ranging from 04, 03 1/2, 03 years in their allocated Trades and enter in to agreement with the National Apprentice and Industrial Training Authority (NAITA) as per their requirements.

09. *Applications.*– The application should be prepared as per the specimen form given below (A4 size) and photo

copies of the following certificates should also be attached with the application :

- (a) Birth Certificate ;
- (b) Educational Certificates ;
- (c) Applicants who apply under special skills should forward the certificate of Provincial/National level competition issued by Sri Lanka Inventors Commission.

The envelope in which application is enclosed should be marked, "Recruitment of Apprentice - 20201" on the top left-hand corner.

Obtaining Application Form :

- * By down-loading *via* the institute's web site (www.cgtti.lk)
- * By visiting to the institute.
- * By sending a self address envelope with stamp to the institute.

10. *Closing date of applications.*– Applications should be sent to The Manager - Administration and Human Resources Ceylon German Technical Training Institute, No. 582, Galle Road, Mount Lavinia, by Registered Post on or before 20th July, 2021.

11. *Admission Cards.*– Admission cards for the examination will be sent to all qualified candidates on around 10th September, 2021. If any candidate does not receive the admission card, contact over the telephone number given below within 14 days from the date.

Manager,
Administration and Human Resources.

Ceylon German Technical Training Institute,
No. 582, Galle Road,
Mount Lavinia (Angulana Junction),
Telephone No. : 0112605625.

APPLICATION FOR ADMISSION TO FULL-TIME COURSES - 2021
(UNDER THE NATIONAL APPRENTICESHIP – SCHEME)

CEYLON GERMAN TECHNICAL TRAINING INSTITUTE - MORATUWA

For Office use only	Q	DQ	Index No.						Interview No.		Training No.					
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* Use Block Capitals when filling the form in English.
* Use (✓) to complete 03 (d) and 06 (a, b).

05. Specify the field and year of issue of the certificate (Provincial/National) issued by the Sri Lanka Inventors Commission, if the candidate is applying under the special skills category :

Year :

Field :

06. (a) Medium at which the candidate wishes to sit the Admission test (*) :

Sinhala	<input type="checkbox"/>	Tamil	<input type="checkbox"/>
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(b) Center at which the candidate wishes to sit the Admission test (*) :

Colombo	Kandy	Galle	Badulla	Anuradhapura	Vavuniya
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

07. (a) Bank where the Examination fees were paid to

(b) Date :

08. I hereby certify that the above particulars furnished by me are true and accurate, if any particulars contained here are found to be false or incorrect, liable for disqualification/dismissal before or after selection.

Signature

Date

For Office use only

(a) Attached a copy of the bank Receipt

Yes	<input type="checkbox"/>
-----	--------------------------

No	<input type="checkbox"/>
----	--------------------------

(b) Attached copies of Educational Certificates

Yes	<input type="checkbox"/>
-----	--------------------------

No	<input type="checkbox"/>
----	--------------------------

(c) Attached a copy of the Birth Certificate

Yes	<input type="checkbox"/>
-----	--------------------------

No	<input type="checkbox"/>
----	--------------------------

(d) Attached certificate of special skills mentioned under (05)

Yes	<input type="checkbox"/>
-----	--------------------------

No	<input type="checkbox"/>
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Not Relevant	<input type="checkbox"/>
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(e) Age limit

- 16	<input type="checkbox"/>	OK	<input type="checkbox"/>	22+	<input type="checkbox"/>
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(f) Qualified to sit the Admission test

Yes	<input type="checkbox"/>
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No	<input type="checkbox"/>
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(g) Checked by

PUBLIC SERVICE COMMISSION

Ministry of Public Services, Provincial Councils and Local Government

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF SRI LANKA SCIENTIFIC SERVICE 2018(2021)

APPLICATIONS are called from qualified officers in the Public Service on the order of the Public Service Commission for the Limited Competitive Examination to be held to fill 15 vacancies in Grade III of Sri Lanka Scientific Service existing in the departments mentioned above. This examination will be held in September 2021. Applications prepared in line with the specimen application given at the end of the examination notification should be sent via registered post to reach “Commissioner General of Examinations, Organization (institutional examinations) Branch, Department of Examinations, PO Box 1503, Colombo” on or before the closing date of application. The words “Limited Competitive Examination for Recruitment to Grade III of Sri Lanka Scientific Service- 2018 (2021)” should be clearly indicated on the top left corner of the envelope in which the applications are sent. Further, the title of the examination should be indicated in English language as well, on both Sinhala and Tamil application forms.

S/N	Department in which the Vacancy exists	Designation	No of Vacancies	Code No.
01	Department of Archeology	Assistant Director (Chemical Conservation)	01	01
02	Department Of National Botanical Gardens	Assistant Director	05	02
03	Department of Export Agriculture	Assistant Director (Development)	04	03
		Assistant Director (Research)	05	04

(a) Closing date of application is 05.07.2021.

Note.—No complaint that an application has been lost or delayed in post shall be considered. The candidate shall bear the losses which may occur due to their delay in sending applications until the closing date.

1. *Method of Recruitment to Service.*—Based on the results of the written examination, the candidates who get 40% or higher marks for each question paper shall be recruited on the order of the highest marks. The number of candidates to be interviewed shall be determined by the Public Service Commission and the qualifications of the applicants will be examined by an Interview Board approved by the Public Service Commission. Interviews shall be held as per the recruitment procedures of each department, i.e. a structured interview for the post belonging to Department of Archeology, a general interview for the posts belonging to the Department Of National Botanical Gardens and the Department of Export Agriculture.

2. *Conditions of Employment in Service :*

- (i) This post in permanent and pensionable. Contributions shall be made to widows and orphans/ widowers and orphans’ pension scheme.
- (ii) Officers who are appointed to this post are subject to an acting period of one year and they shall pass the first Efficiency Bar Examination within three (03) years of recruitment.
- (iii) Proficiency in official languages must be obtained within 05 years of recruitment to the post as per the Public Administration Circular No 18/2020 and subsequent circulars.
- (iv) The language medium in which you are eligible for appointment is the language medium you mentioned in the application.
- (v) This appointment is subjected to the Procedural Rules of the Public Service Commission, Establishment Code of Democratic Socialist Republic of Sri Lanka, Financial Regulations of the government and the provisions in the Circulars issued from time to time.

vi. This appointment is subject to the terms and conditions of the Service Minute of Sri Lanka Scientific Service published in the *Gazette Extraordinary* No. 1877/27 dated 28th August 2014 and the revisions made to the same, the terms and conditions of the approved recruitment procedures in the relevant departments for the relevant post.

3. *Salary Scale*.- The monthly salary scale applicable to this post as per Schedule I of the Public Administration Circular No. 03/2016 dated 25.02.2016 is Rs.47615-10x 1335-8x1630-17x2170-110895/- (SL-1- 2016).

4. *Educational Qualifications and Experience* :

S/N	Affairs	Post	Qualifications
01	Department of Archeology	Assistant Director (Chemical Conservation)	Shall have obtained a Bachelor of Science Special or General degree from a University recognized by the University Grants Commission. <i>And</i> Shall be an officer in Grade I of Sri Lanka Technological Service with a satisfactory service period of 05 years or an Officer in Special Grade of Sri Lanka Technological Service.
02	Department of National Botanical Gardens	Assistant Director	(I) Should be an officer who has completed 05 years of active and satisfactory service with Bachelor of Science degree in Botany, Biology or Agricultural from a University recognized by the University Grants Commission, who receives a salary under salary code MN 04. <i>or</i> (II) Shall be an officer promoted to Grade I of Sri Lanka Technological Service attached to the Department of National Botanical Gardens who has completed 05 years of active and satisfactory service in Grade I. <i>or</i> (III) Shall be an officer in Special Grade of Sri Lanka Technological Service attached to the Department of National Botanical Gardens
03	Department of Export Agriculture	Assistant Director (Research)	(a) Shall be a Research Assistant in Special Grade of Sri Lanka Technological Service <i>or</i> (b) Shall have ten (10) years of active and satisfactory service as a Grade I Research Assistant in the Sri Lanka Technological Service. <i>or</i> (c) Shall have a Bachelor of Science (B.Sc) degree in the field of Agriculture and have completed five (05) years of active and satisfactory service as a Research Assistant Officer, Grade II, Sri Lanka Technological Service, Department of Export Agriculture.
		Assistant Director (Development)	(a) Shall be a Farm Manager or an Extension Officer in Special Grade of Sri Lanka Technological Service <i>or</i> (b) Shall have ten (10) years of active and satisfactory service as a Farm Manager or Extension Officer in Grade I of Sri Lanka Technological Service <i>or</i> (c) Shall have a Bachelor of Science (B.Sc) degree in the field of Agriculture and have completed five (05) years of active and satisfactory service as a Farm Manager or Extension Officer in Grade I of Sri Lanka Technological Service, Department of Export Agriculture

5. *Age Limit* : NA

6. *Physical Fitness*. – Every candidate should be physically and mentally fit to work in any part of Sri Lanka and perform the duties of the post.

7. *Other Qualifications* :

- (i) Applicants shall be citizens of Sri Lanka
- (ii) Applicant shall be of an excellent character
- (iii) All the qualifications required for recruitment to the post shall have been completed in all respects by the closing date of applications mentioned in the *Gazette* Notification of calling for applications.
- (iv) Shall have not been subjected to disciplinary punishment as per the provisions in the Public Service Commission Circular No 01/2020.
- (v) Shall have not appeared for the written examination more than two sittings.

8. *Written Examination* :

8.1.1. This examination is held by the Commissioner General of Examinations.

Question Paper	Duration	Total Score	Pass Marks
1. Intelligence Test	1 hour	100	40
2. Subject Related Knowledge	3 hours	100	40

8.1.2. *Syllabus* :

Name of the Question Paper	Syllabus
Intelligence Test	This question paper is designed to determine the candidate's reasoning ability, general intelligence and decision making ability and will consist of 50 questions of multiple choice and short answer type questions. All questions should be answered. This is a common paper for all Departments.
Subject Related Knowledge	A question paper prepared separately for each department according to the syllabus mentioned in the recruitment procedures of each Department.

8.2 *Interview* :

8.2.1 General Interview: (No marks shall be allocated)

8.2.2 Structured Interview

The following marking scheme shall be followed for the Department of Archeology and the detailed marking scheme shall be communicated to the applicants when they are called for interview.

i. Department of Archeology

Main Titles to which marks are allocated	Maximum Marks	Pass Marks
Additional Educational Qualifications:	40	Not Applicable
For additional period of service	35	
Computer skills	10	
Language Proficiency:	10	
Skills proven at the Interview	05	

09. Conditions of Examination :

- I. The Examination shall be held in Sinhala, Tamil and English. Candidates can sit for the examination in one of the languages of their choice. Candidates should answer all the question papers of the examination in the same language. Candidate will not be allowed to change the language medium mentioned in his / her application. Each candidate must appear for both question papers.
- II. Examination Fee is Rs. 600.00 This fee should be paid at the Post Office/ Sub Post Office/District Secretariat/Divisional Secretariat to be credited to revenue head 20-03-02-13. and an edge of the receipt obtained thus should be affixed in the relevant cage of the application.
It would be advisable to keep a copy of the receipt.
- III. This fee shall not be refunded under any circumstances and transferred to pay any other examination fee. Money orders and stamps will not be accepted.
- IV. The application should be prepared on a paper of size 21-29 cm (A-4) that the cages 1.0 to 3.11 appear on the first side of the paper and cages 3:12 onwards appear on the other pages. Relevant details should be filled by the applicant himself/ herself in his/her handwriting.

Applications that do not comply with the specimen and that are not completed in every aspect shall be rejected without notice. It would

be advisable to keep a copy of the application. 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 as otherwise the application may be rejected.

Note: For your convenience, the properly prepared examination application form can be downloaded from the official website of the Ministry of Public Services, Provincial Councils and Local Government (www.pubad.gov.lk).

Penalty for Furnishing False Information:- Careful and accurate information must be provided when filling out applications. If a candidate is found to be ineligible, his candidature is liable to be cancelled at any stage prior to, during or after the examination.

- V. Receipt of applications shall not be acknowledged. Admission cards shall be issued by the Commissioner General of Examinations, on the presumption that only those who possess qualifications indicated in the *Gazette Notification* have forwarded their applications. A notification will 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 an advertisement, steps shall be taken to notify the Organization Examination Branch of 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.* a certified photocopy 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 cards should be sent.

Note: A candidate who fails to produce his admission card shall not be permitted to sit the examination. A candidate presenting himself for the examination must produce his admission card on which his signature has been attested to the supervisor of the examination center.

VI. Commissioner General of Examinations reserves the right to postpone or cancel the examination on the approval of the Public Service Commission.

VII. Candidates are subjected to rules and regulations imposed by the Commissioner General of Examinations on conducting the examination. They are liable to be subjected to a punishment imposed by him/her for breach of these rules.

VIII. A candidate will 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 of the following documents shall be accepted:-

- I. National Identity Card
- II. Valid Passport
- III. Valid Sri Lankan Driving License

Candidates should be dressed in a manner which exposes the full face (including ears) ensuring their clear identification. The candidates, who refuse to prove their identity in the said manner shall not be allowed to enter the examination hall. Further, candidates should remain in the examination hall from the moment of entering and leaving the examination hall without covering the face and ears enabling the examiners to identify them easily.

N.B.– (a) No document or a copy should be attached to the application.

(b) Application of the candidates who fail to submit the relevant documents at the time of submission of the required documents will not be considered .

10. All the applicants should send their applications through respective Heads of Departments/ Institutions. All the applicants should get his/her signature attested by the respective Head of the Institution.

11. This examination notification will be published in Sinhala, Tamil and English languages and in case of any inconsistency among texts, the Sinhala text shall prevail.

On the order of the Public Service Commission,

J. J. RATHNASIRI,
Secretary,
Ministry of Public Services, Provincial
Councils and Local Government.

21st May, 2021,
Ministry of Public Services, Provincial Councils and
Local Government,
Independence Square,
Colombo 07.

SPECIMEN APPLICATION FORM

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(Only for Office use)

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF SRI LANKA SCIENTIFIC SERVICE - 2018(2021)

01. Language medium of examination :
(Write relevant number in the cage)

Sinhala	2
Tamil	3
English	4

(Application should be filled in the language medium in which the candidate appears for the examination)

02. Post applied for :

<i>Preference No.</i>	<i>Designation</i>	<i>Code No.</i>

03. Personal Details :

- 3.1 Name in full (In English Block Capitals) :
(Ex. : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- 3.2 Name with initials at the end (In English Block Capitals) (In English Block Capitals) :
Mr./Mrs./Miss :
(Ex. : GUNAWARDHANA, H. M. S. K.)
- 3.3 Name in full (In Sinhala/Tamil) :
- 3.4 Permanent Address (In English Block Capitals) :
(to which the admission card should be sent)
- 3.5 Permanent Address :
(In Sinhala/Tamil)
- 3.6 Postal City :
- 3.7 National Identity Card No. :

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- 3.8 Sex : Female 1 Male 0 (Write in the relevant cage)
- 3.9 Telephone No. : Mobile :

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Fixed :

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- 3.10 Date of Birth : Year :

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 Month :

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 Date :

--	--
- 3.11 Age as at the closing date of applications : Years :

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 Months :

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 Days :

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- 3.12 Ethnicity : Sinhala - 1 Tamil - 2 Indian Tamil - 3 Muslim - 4 Other - 5
(Write relevant number in the cage)
- 3.13 Marital Status : Married - 1 Unmarried - 2
(Write relevant number in the cage)
- 3.14 E-mail Address :

04. Qualifications :

- 4.1 Effective date of the Degree :
(Please read Section 4 of the notice carefully to see whether qualified)

<i>Examination/Degree</i>	<i>Class</i>	<i>Year</i>	<i>Subjects</i>	<i>University/Institution</i>

05. Particulars of the service in the present service station :

- 5.1 Post held at present :
- 5.2 Grade :

5.3 Date of Appointment :

5.4 Date of Confirmation :

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

Please keep a photocopy of the receipt.

6.1 Receipt No. :

6.2 Post Office to which the payment was made :

6.3 Date :

07. Whether subjected to a disciplinary punishment and if proved guilty for a criminal offense at a court of Law, details of that offense/disciplinary punishment :

08. Certification of the Applicant :

I solemnly declare that particulars furnished by me in this application are true and accurate to the best of my knowledge and I hereby declare that I further also declare that I will be abide by the rules and regulations imposed by the Commissioner General of Examinations regarding the conduct of examinations and the issuance of results.

.....,
Signature of the Applicant.

Date :

09. Certification of the Head of the Department :

I, certify that Mr./Mrs./Miss who submits this application has earned all the salary increments in the five years immediately preceding (except the increments which is a condition of passing service or departmental examinations) and he/she has not been subjected to any disciplinary punishment (other than warnings), that the particulars mentioned in this application are true as per his/her personal files, he/she is qualified to sit for the examination as per the regulations in relevant *Gazette* notification, the officer has paid the prescribed examination fee and pasted the receipt on the applications and further he/she can be released from the post held at present in case he/she is selected to this post.

.....,
Signature of the Head of Department.

Date :

Name :

Post :

Address :

(Should be confirmed by an Official Frank)

**LIMITED COMPETITIVE EXAMINATION
FOR RECRUITMENT TO GRADE III OF THE
SRI LANKA EDUCATION ADMINISTRATIVE
SERVICE- 2020/2021**

**By order of the Education Service Committee of
The Public Service Commission**

APPLICATIONS are called, on the direction of the Education Service Committee of the Public Service Commission, from officers who possess following qualifications for the limited competitive examination to fill 442 existing vacancies in Grade III of the Sri Lanka Education Administrative Service in the General Carder and Special Carder. Applications prepared according to the specimen application form given at the end of this notice should be forwarded on or before the date given below to the Commissioner General of Examinations, Institutional Examinations Organization Branch, Department of Examinations, P.O. Box 1503, Colombo under registered cover. The top left hand corner of the envelope should bare “Limited Competitive Examination for Recruitment to Grade III of the Sri Lanka Education Administrative Service – 2020/2021”. Further, the name of the examination in applications of Sinhala medium should also be written in English while in applications of Tamil medium, the name of the examination should also be written in English.

The closing date of applications: 30.07.2021

No complaints shall be considered to the effect that an application or related documents connected therewith were lost or delayed in the post. Any loss that may cause due to the delay in submitting the application until the closing date will have to be borne by the applicants, themselves.

1. Method of Recruitment :

- (a) From the candidates who sat for all papers of the written test, those candidates who are qualified shall be called for the viva voce examination. From the candidates, who score minimum marks of 40% to each paper, the total number of candidates called for the viva voce examination would be equal to twice the number that is expected to recruit as per the vacancies existing for each subject under general cadre or special cadre. The marks scored by candidates for the written examination will not be made to the panel of viva voce examiners. The criteria of marks for the viva voce examination are given in the paragraph No 10.2 of this notification. The vacancies in Grade III shall be filled in keeping

with the order of merit of total marks obtained for the written examination and the viva voce examination. The Education Service Committee of the Public Service Commission has the right to fill all or a certain number of vacancies.

- (b) Selected candidates from the Limited Competitive Examination are bound to serve in any province of the country and shall be placed for the following vacancies existing in any of the provinces.

Table 01: Vacancies available for recruitment to the Sri Lanka Education Administrative Service Grade III on Limited Basis. (2020 / 2021)

<i>Subject</i>	<i>No. of Vacancies</i>
General Cadre	45
Special Cadre	
Sinhala	39
Tamil	21
English	25
Mathematics	20
Science	29
Commerce	04
Information Technology	21
Physical Education	34
Christianity / Catholicism	03
Hinduism	05
Student Guidance and Counseling	24
Special Education	11
Planning	52
Primary Education	29
History	29
Aesthetics	24
Engineering Technology	09
Biosystems Technology	18
Total	442

2. Conditions of employment in the service :

- (i) Subject to the conditions set out in the service minute of the Sri Lanka Education Administrative Service, published in the *Gazette Extra-ordinary*

of the Democratic Socialist Republic of Sri Lanka No. 1928/28 dated 21.08.2015, and the amendments made thereafter to the said service minute, and subject to the general conditions governing appointments to the public service, the selected candidates shall be appointed to Grade III of the service. The medium in which the candidates take the recruitment examination shall be the medium of recruitment.

- (ii) This post is permanent and selected applicants should contribute to the Widows'/Widowers' and Orphans' Pension Scheme (W&OP). However, officers recruited to this post are subject to the policy decisions on pension schemes that will be made by the government.
- (iii) Officers appointed to this post are subject to a probationary period of one (01) year.
- (iv) Language Proficiency :

<i>Language</i>	<i>Expected Proficiency</i>
National Language	Officers who joined the service in a language other than an official language should obtain proficiency in one official language prior to be made permanent in the post.
Other National Language	In accordance with the provisions of Public Administrative Circulars 18/2020 and circulars thereof, the level of proficiency in respect of the other language should be obtained.
Link Language	Within three (03) years of the date of recruitment, the proficiency in the link language (English Language) should be obtained. Annexure 7 of the service minute of Sri Lanka Education Administrative Service describes the relevant examination on link language.

- (v) The procedural rules of the Public Service Commission, Circulars issued from time to time governing the Public Service and the stipulations of the Service Minute of the Sri Lanka Education Administrative Service with its amendments are applicable to this post.
- (vi) The officers appointed to this post shall be placed as per existing service requirements to the relevant posts in the central government or Provincial Public Service.

3. *Salary Scale.*- This post is entitled to the salary scale as per (SL-01-2016), Rs. 47,615 – 10 x 1335 - 8 x 1630 - 17 x 2170 -110,895/- (monthly) in terms of the Public Administrative Circular No. 03/2016 dated 25.02.2016.

4. *Eligibility.*- Officers who have adequately fulfilled the following qualifications and belong to The Sri Lanka Teachers' Service, Sri Lanka Principals' Service, Sri Lanka In -Service Advisors' Service, Sri Lanka Teacher Educators' Service currently serving in state / provincial public service and Teachers, Principals and Chief Incumbents of government assisted Pirivenas and Private Schools who belong to permanent service are eligible to appear for the limited competitive examination.

Note 01.— This privilege granted for the teachers serving in Pirivenas and Government Assisted Private Schools should not be considered as a right for them to be considered as officers in public service.

4.1 *Educational Qualifications* -

(a) **General Cadre**

- (i) A graduate from a university or any other degree awarding institution recognized by the University Grants Commission or National Institute of Education.

OR

- (ii) Have obtained the National Diploma in Teaching or Trained Teachers' Certificate.

(b) **Special Cadre**

- (i) A graduate from a university or any other degree awarding institution recognized by the University Grants Commission or National Institute of Education for the relevant subject; (Refer to Note 02 & 03).

OR

- (ii) Have obtained the National Diploma in Teaching or Trained Teachers' Certificate for the relevant subject,

OR

- (iii) For Engineering Technology under the Technology Stream have obtained, the four year Higher National Diploma in Engineering (HNDE) offered by the Sri Lanka Institute of Advanced Technological Education, **OR** three year National Diploma in Technology (NDT) offered by the University of Moratuwa, **OR** the four-year National Diploma on Engineering (NDES) offered by the Institute of Engineering Technology, Katunayake, **OR** the Diploma in Technology (DT) offered by The Open University of Sri Lanka, **OR** the National Vocational Qualifications Level 6 (NVQ Level 6) offered by the institutions approved by Sri Lanka Tertiary and Vocational Training Commission.

(Table 03 shows the relevant subjects for the special cadre)

Note 02: It is mandatory to study the subject applied for as the main subject of the degree, and the said subject should cover 1/3 of the total credits of the course. Moreover, a letter certifying the said subject covers 1/3 of the total credits of the course, issued by the registrar of the university or / by the university in case of a foreign university should be forwarded at the time of the general interview.

Note 03: In case of the requested education qualifications are fulfilled from the certificates obtained from a foreign university, a letter certifying that the University Grants Commission recognizes the said university should be forwarded at the time of the general interview.

5. *Experience :*

(a) **General Cadre**

To apply under the General Cadre the applicants,

- (i) With a degree qualification, should possess at least five (05) years active teaching experience after obtaining the said qualification,

OR

- (ii) With the National Diploma in Teaching **or** Trained Teachers' Certificate, should possess at least seven (07) years active teaching experience after obtaining the said qualification,

OR

- (iii) With a degree **and** the National Diploma in Teaching / Trained Teachers' certificate, should have at least five (05) years active teaching experience after obtaining the said qualification,

OR

- (iv) As an officer belongs to Sri Lanka Principals' Service / Sri Lanka In -Service Advisors' Service / Sri Lanka Teacher Educators' Service should have at least five (05) years active and satisfactory period of service in a said position.

Note 04: When an officer has less than 05 years of service under No. (IV) above, the balance could be completed from (I), (II) or (III) above.

(b) **Special Cadre**

To apply under the Special Cadre the applicant should possess,

- (i) A degree for the relevant subject and at least five (05) years active teaching experience in the relevant subject after obtaining the degree,

OR

- (ii) The National Diploma in Teaching / Trained Teachers' Certificate and the degree for the relevant subject and at least five (05) years active teaching experience in the relevant subject after obtaining the National Diploma in Teaching / Trained Teachers' Certificate,

OR

- (iii) The National Diploma in Teaching / Trained Teachers' certificate in the relevant subject **and** at least seven (07) years active teaching experience in the relevant subject after obtaining the said qualification,

OR

- (iv) The Trained Teachers' Certificate / Diploma in Teaching in Special Education /Technology /Physical Education, with not less than seven (07) years of service, including five (05) years continuous and active teaching experience in the relevant subject.

6. *Physical suitability*.— All applicants must be physically and mentally sound enough to serve and perform the duties of the post in any part of the island.

7. *Other Qualifications* :

- (i) No applicant is allowed to sit for the limited competitive examination more than (03) times and for both limited and open competitive examinations for more than five (05) times.
- (ii) Each applicant must possess all prescribed qualifications to the closing date of applications as given at this *Gazette* notification to be recruited to the Sri Lanka Education Administrative Service.
- (iii) Each applicant should possess an active and satisfactory period of service of not less than five (05) years.
- (iv) The applicant should have been made permanent in the service. (For an applicant who is in the probationary period before getting permanent in the service for the date of application, he/she must have been made permanent in the previous post).
- (v) Should not have been undergone any punishment as per circular 01/2020 of Public Service Commission.

8. *Age Limit*.- Not more than fifty three years (53) of age on the closing date of applications. Accordingly, only applicants born after 30.07.1968 are eligible to apply.

9. *Method of Application* :

- (i) The Grade III of the service consists of 'General' and 'Special' Cadres. In addition to the General Cadre, the candidates can also apply for only one (01) subject in the special cadre. If applying only under the Special Cadre, the applicant can apply for (02) two subjects.
- (ii) In the event of an applicant selected under the General Cadre and one subject of the special cadre as well as for two subjects in the Special Cadre, the Education Service Committee of Public Service Commission shall decide the subject for which his / her recruitment is made and the preferences given by the applicant in the application will be taken into consideration.
- (iii) The subjects and the codes assigned to General and Special Cadres are given below. The subjects applied for and the codes assigned should be mentioned in the relevant cage in the application. Applicants are not allowed to change such preferences later under whatever circumstance.

Table 02. Subjects of Recruitment and relevant subject numbers

Subject Area	Code Number
General Cadre	11
Special Cadre	
Sinhala	21
Tamil	22
English	23
Mathematics	24
Science	25
Commerce	26
Information Technology	27
Physical Education	28
Christianity/ Catholicism	30
Hinduism	31
Student Guidance and Counseling	33
Special Education	37
Planning	38
Primary Education	39
History	40
Aesthetics	41
Engineering Technology	43
Biosystems Technology	44

Table 03: Appendix “a” of the service minute relevant to the subjects for the Special Cadre

<i>Subject Area</i>	<i>Qualifications for Recruitment</i>
1. Sinhala 2. Tamil 3. English 4. Mathematics 5. Science 6. Commerce 7. Information Technology 8. Physical Education 9. Christianity / Catholicism 10. Hinduism 11. Student Guidance and Counseling	1. A degree for the relevant subject or having studied the relevant subject as the main subject of the degree with 1/3 of the total number of course units. 2. Having the teacher training certificate or National Diploma in Teaching for the relevant subject (should prove at the interview with certificates)
12. Aesthetics	The subjects relevant to the degree would be Arts, Dancing, Eastern Music, Western Music, Drama & Theatrical Arts.
13. Technology	
(i) Biosystems Technology	A degree in Agriculture, or National Diploma in Teaching / Teacher Training Certificate in Home Science, Handy Crafts or Life Skills.
(ii) Engineering Technology	A technology degree from an accepted institution OR an engineering degree from a recognized university or an institution recognized by the University Grants Commission, in any field of Mechanical, Civil, Electrical or Electronic Engineering. The four year Higher National Diploma in Engineering (HNDE) offered by the Sri Lanka Institute of Advanced Technological Education, OR The three year National Diploma in Technology (NDT) offered by the University of Moratuwa, OR The four year National Diploma in Engineering Science (NDES) offered by the Institute of Engineering Technology, Katunayake, OR The Diploma in Technology (DT) offered by the Open University of Sri Lanka, OR The National Vocational Qualifications Level 6 (NVQ Level 6) offered by the institutions approved by the Sri Lanka Tertiary and Vocational Training Commission.
14. Special Education	i. A Bachelor of Education degree or Master’s degree in Education or a Master’s degree in Special Education. ii. Teacher Training Certificate from a government teacher training college for Special Education. iii. National Diploma in Teaching for Special Education.
15. Planning	Any degree from a recognized university with at least one of the following subjects as a main subject. <ul style="list-style-type: none"> • Statistics • Mathematics • Management • Education Science, Fundamentals and comparative education • Social sciences • Biological science • Physics • Economics

<i>Subject Area</i>	<i>Qualifications for Recruitment</i>
16.Primary Education	I. A Bachelor of Education degree or Master's degree in Education or a Master's degree in Primary Education. II. Teacher Training Certificate from a government teacher training College for Primary Education. III. National Diploma in Teaching for Primary Education.
17.History	IV. A degree with History as a subject.

Note 05: In case the degree qualification submitted for the subject area of planning comes under the subject areas given below, the following teaching experiences would be considered.

<i>Subject Area</i>	<i>Subject areas to be proved for the experience in teaching</i>
Management	Commerce / Business Studies Economics Business Studies & Accounting Accountancy / Accounting Entrepreneurship Education Information & Communication Technology Business statistics
Educational Science	Geography Science Mathematics Information Communication Technology Economics Business & Accounting Studies Entrepreneurship Education
Social Sciences	Geography Civic Education

Note 06.— In order to prove the experience in the subject Student Guidance and Counseling, details and annual action plans on career guidance and counseling implemented in the schools during the relevant number of years need to be forwarded.

10. **Method of Recruitment :**

10.1 Written Examination

This examination shall comprise of **three (03)** question papers as given in the table 04 below.

10.1.1 Syllabus:

Table 04. Subjects relevant to the written examination

	<i>Subjects</i>	<i>Time</i>	<i>Maximum Marks</i>	<i>Minimum pass mark</i>
01.	Comprehension	01 hour and 30 minutes	100	40
02.	General Intelligence and Aptitude	01 hour	100	40
03.	Education Administration and Management	01 hour	100	40

Table 05. Syllabus of the written examination

	<i>Name of the Question Paper</i>	<i>Syllabus</i>
01.	Comprehension	Shall comprise of objective type questions to test candidate's skills in comprehension, communication, summarization, interpretation and creation.
02.	General Intelligence and Aptitude	This paper shall consist of 50 questions of multiple choice type and short answer type. <u>Intelligence test</u> Shall comprise to test candidates skills on reasoning, interpretation, substitution, finding relationships, translation, problem solving, finding cause & effect relations, prediction, information organization, pattern identification and instruction execution. <u>Aptitude test</u> Shall comprise to test candidate's ability on identifying problems presented in a structured, numerical and graphical context causes for such questions, decision-making, concluding and communicating.
03	Education Administration and Management	Shall comprise of objective type questions to test candidate's knowledge on, education policy, school supervision, human and physical resource management, education modernization, identifying and resolving conflicts, decision making.

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

10.1. Viva Voce Test (25 marks)

- (i) A panel appointed by the Education Service Committee of the Public Service Commission will conduct the viva voce test to assess the candidate's knowledge regarding the teaching - learning process, ability of reasoning and problem solving, communication skills and personality using the following criteria.

Table 06. Marking criteria for viva voce test.

<i>Subject Area</i>	<i>Maximum Marks</i>
1. Knowledge regarding the teaching - learning process.	07
2. Reasoning & Problem solving	07
3. Communication skills	07
4. Personality	04
Total	25

- (ii) Before the viva voce test, a general interview shall be conducted to ascertain whether the qualifications necessary for recruitment have been fulfilled and no marks shall be awarded there.
- (iii) In case if the number of candidates qualified from the written examination under each subject are less than the number of vacancies, only the number of qualified candidates will be called for the interview.
- (iv) Names of the candidates who will be called for the interview shall be published on the website of the Ministry of Education.
- (v) If further vacancies exist, after the general interview and the viva voce test have been conducted and the appointments have been given, the Education Service Committee of the Public Service Commission on the recommendation of the secretary to the Ministry of Education shall decide whether such vacancies have to be filled or not filled in a second round after conducting relevant interviews.

10.3. *Releasing Examination Results :*

According to 01 (a) paragraph of this notification the results of the selected candidates will be organized according to the order of merit based on the scores of both written examination and viva voce test will be handed over to the Secretary of the Education Service Committee of the Public Service Commission. Accordingly, after the appointment process is over, results will be either sent personally to the candidates or published on the official website of the Department of Examinations (www.results.exams.gov.lk), as directed by the Education Service Committee of the Public Service Commission.

11. *Examination Conditions :*

- I. The examination will be conducted in the Sinhala, Tamil and English mediums. A candidate can appear for the examination in only one language of her/his choice. All question papers have to be answered in the same medium. Candidates will not be permitted to change the medium of examination in her/his application later.
- II. The examination fee, which is Rs.1200/- could be paid at any post office or divisional secretariat in the island to the credit of revenue head 20-03-02-13 of Commissioner General of Examinations. A margin of the original receipt obtained in the candidate's own name should be firmly pasted to the place specified in the application form. It would be advisable to retain a photocopy of this receipt.
- III. The paid examination fee shall not be refunded for any reason or cannot be exchanged for any other examination.
- IV. This examination will be held in Colombo. The date of the examination will be notified later.
- V. No applicant will be allowed to enter the examination hall without an admission card and it is mandatory to submit the duly completed and attested admission card to the supervisor of the examination hall on the first day of the examination.
- VI. Issuance of an admission card to a candidate for the examination should not be taken as an acknowledgment that the candidate has satisfied the qualifications required to sit the examination.
- VII. The application should be prepared on the A4 paper of 22x29 cm. Headings 01 to 05 should be entered on the first page, 06 onwards on the second and third pages. The relevant particulars should be entered very clearly in candidate's own handwriting.
- VIII. It would be advisable to retain a copy of the application form with the applicant. Further, the candidate should satisfy herself / himself that the completed application conforms to the specimen application form before submitting.
- IX. All applications that do not conform to the format of the specimen application form provided at the end of this notification shall be rejected without notice.
- X. Department of Examinations shall publish a newspaper notification as soon as the admission cards are issued. If admission card is not received by any of the applicant at least five (05) days prior to the date of examination, an inquiry should be made from the Department of Examinations as stated in the newspaper notice. When making such an inquiry, it is advisable to attach a photocopy of the application, a copy of the postal registration receipt and for the applicants living outside Colombo, it is advisable to send a request including a fax number of the applicant through fax to the fax number 011- 2784232 to obtain a copy of the admission card.
- XI. With the approval of the Education Service Committee of the Public Service Commission, the Commissioner General of Examinations has the power to either postpone or cancel the examination.
- XII. Candidates will have to abide by the rules and regulations, enacted by the Commissioner General of Examinations, regarding conducting the examination. If those rules and regulations are violated, the candidates are bound to undergo any punishment imposed by the Commissioner General of Examinations. Moreover, all candidates should adhere to the present quarantine regulations in the country.

XIII. All candidates should prove their identity to the satisfaction of the supervisor of the examination hall for each paper they sit.

Any of the following documents shall be accepted for this purpose.

- (i) The National Identity Card,
- (ii) A valid Passport,
- (iii) A valid Sri Lankan Driving License.

Moreover, all candidates should enter the examination hall without covering their face and both ears, so that the examination staff may easily verify their identity. Any candidate refusing to prove the identity is not allowed to enter the examination hall. Further, once entered the examination hall, all candidates should keep their face and both ears open until leaving the hall, so that the examination staff may verify their identity.

XIV. If it is revealed that a candidate does not possess any of the required qualifications, his / her the candidature may be annulled at any stage before, during or after the examination. After selecting to the post, if it is revealed that any of the facts presented is incorrect or any significant fact has been willfully suppressed,

action may be taken for the person in question to be discontinued from the service, returned to the previous post or dismissed from the service.

XV. Applicants serving in public service / provincial public service / formally released as officers in the volunteer forces or volunteer subservice, should submit their applications through their institution / department heads. All candidates should have their signature attested by their head of the department prior to the examination.

XVI. The final decision on any matter that does not include in this notice rests with the Education Service Committee of the Public Service Commission.

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

Professor K. KAPILA C. K. PERERA,
Secretary,
Ministry of Education.

28.05.2021

(For office use only)

SPECIMEN APPLICATION FORM

ශ්‍රී ලංකා අධ්‍යාපන පරිපාලන සේවයේ III ශ්‍රේණියට බඳවා ගැනීමේ සීමිත තරග විභාගය - 2020/2021

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF THE SRI LANKA EDUCATION ADMINISTRATIVE SERVICE – 2020 / 2021

Medium of the Examination		
Sinhala - 2		<input type="text"/>
Tamil - 3		(write relevant no. in the cage)
English - 4		

(The medium appearing for the examination shall be the medium of recruitment)

“Cadre” for which the candidate apply for the examination		
Only the general cadre - 1		<input type="text"/>
Only the special cadre - 2		(write relevant No. in the cage)
For both general and special cadre - 3		

Indicate in the following table the subject and the subject code applied for as per the gazette notification.

Order of preference	Name of the cadre	Name of the subject field	Serial No.
01			
02			

01. 1.1 Name in Full (In block letters):

1.2 Name with last name at the beginning and initials of other names at the end :
 (In block letters) :.....
 (Ex: Silva, G.A.)

1.3 Name in Full (in Sinhala/Tamil) :

2.0 2.1 Permanent Address (in English block letters) :.....

2.2 Permanent Address in (Sinhala / Tamil) :.....

2.3 Official Address (In English block letters) :.....

2.4 Official Address (In Sinhala / Tamil) :.....

2.5 Address to which admissions should be posted (In block letters) :.....

3.0 3.1 Personal Contact No. & Fax numbers (If any)

Telephone

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

 Fax

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

3.2 Official Telephone / Fax :

Telephone

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

 Fax

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

3.3 Email Address:.....

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

5.0 National Identity Card No.:

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

6.0 6.1 Civil Status: Unmarried - 01
 Married - 02 (write relevant No. in the cage)

6.2 Date of birth :
 Year

--	--	--	--

 Month

--	--

 Date

--	--

6.3 Age as at 30.07.2021 :
 Years :

--	--

 Months:

--	--

 Days :

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7.0 Relevant educational / other qualifications to apply for this post.

7.1 Degree / other qualification :

7.2 University / Institution :

- 7.3 Student register No. of the University / Institution :
- 7.4 Medium of the degree / Qualification :
- 7.5 Subjects related to the Degree / Qualification :
- 7.6 Valid date or date of completion of the degree / qualification :
- 7.7 Class of the degree (If any) :

- 8.0 8.1 Date of first appointment to the government service related to education :
- 8.2 Present service:
- 8.3 Present place of service :
- 8.4 Period of service up to the closing date of applications :-
Years:..... Months :..... Days :.....

- 9.0 9.1 Year obtained teacher training:
- 9.2 Name of the NCOE / Teachers' College:-.....
- 9.3 Valid date of the teacher training certificate:-.....
- 9.4 Subject area of teacher training:-.....
- 9.5 Date of appointment for teaching the subject relevant to the training:-
- 9.6Period of service from the date of appointment as per 9.5 above to the closing date of applications:-
Years Months :..... Days :.....

10. Have you been confirmed and made permanent in the present post? :
11. Number of instances and years sat for limited and open competitive examinations.

<i>Examination</i>	<i>Years</i>	<i>No. of occasions</i>
Limited		
Open		

- 12.0 Examination Fee :

Paste the receipt obtained by paying Rs. 1200 as here (Keep a photocopy of the receipt)

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

.....
Date

.....
Signature of the Applicant.

14. Zonal Director of Education,

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

.....
Date

.....
Principal.
(Signature and Stamp)

15. Commissioner General of Examinations,

This is to certify Rev./Mr./Mrs./Miss submitting this application is serving as in the Vidyalaya in this zone. He / she has an active and satisfactory service period of (05) five years and has not being subjected to punishments as per the provisions in the circular No. 01/2020 of the Public Service Commission. The details furnished by him/her in the paragraphs from No. 1 to No.11 are accurate as per his/her personal file in this office, and he has pasted the receipt after paying due examination fee.

.....
Date

.....
Provincial Education Secretary / Provincial Director of
Education/ Zonal Director of Education
(Signature and stamp)

06– 193/1

THE COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF THE SRI LANKA EDUCATION ADMINISTRATIVE SERVICE ON THE BASIS OF SERVICE EXPERIENCE AND MERIT (2020 /2021)

By Order of the Education Service Committee of The Public Service Commission

APPLICATIONS are called, on the direction of the Education Service Committee of the Public Service Commission, from officers who have fulfilled the following qualifications to fill 67 existing vacancies in the general cadre of Grade III of the Sri Lanka Education Administrative Service based on the service experience and merit. Applicants should possess all required qualifications mentioned in this notice by the closing date of applications. Applications prepared according to the specimen application form given at the end of this notice should be forwarded on or before the date given below to the Commissioner General of Examinations, Institutional Examinations Organization Branch, Department of Examinations, P.O. Box 1503, Colombo under registered cover. The top left hand corner of the envelope should bear “Competitive Examination for Recruitment to the Grade III of the Sri Lanka Education Administrative Service on the basis of Service Experience and Merit – 2020/2021”. Further, the name of the examination in applications of Sinhala medium should also be written in English, while in applications of Tamil medium, the name of the examination should also be written in English.

The closing date of applications : 30.07.2021.

No complaints shall be considered to the effect that an application or related documents connected therewith were

lost or delayed in the post. Any loss that may cause due to the delay in submitting the application until the closing date will have to be borne by the applicants, themselves.

1. Method of Recruitment :

- (a) From those applicants, who have passed both papers at the written examination, a number of applicants equal to the number of vacancies available shall be called for an interview based on the total marks scored for both written examination and service experience according to merit and having examined the qualifications, selections for the appointments will be made. Education Service Committee of the Public Service Commission shall decide the date of commencement of the appointment and the number of appointments that will be made. The Education Service Committee of the Public Service Commission has the right to fill all or a certain number of vacancies.
- (b) If any candidate who has been called for the interview to examine the qualifications has not fulfilled the required qualifications, the next eligible candidate in the list of merit shall be called for the interview.

2. Conditions of employment in the service :

- (i) Subject to the conditions set out in the service minute of the Sri Lanka Education Administrative Service published in the *Gazette* Extra-ordinary of the Democratic Socialist Republic of Sri Lanka No 1928/28 dated 21.08.2015 and the amendments made thereafter

to the said service minute, and subject to the general conditions governing appointments to the public service, the selected candidates shall be appointed to Grade III of the Sri Lanka Education Administrative Service. The medium in which the candidates take the recruitment examination shall be the medium of recruitment.

(ii) This post is permanent and selected applicants should contribute to the Widows'/Widowers' and Orphans' Pension Scheme (W&OP). However, officers recruited to this post are subject to the policy decisions on pension schemes that will be made by the government.

(iii) Officers appointed to this post are subject to a probationary period of one (01) year.

(iv) Language Proficiency

<i>Language</i>	<i>Expected Proficiency level</i>
National Language	Officers who joined the service in a language other than an official language should obtain proficiency in one official language prior to be made permanent in the post.
Other National Language	In accordance with the provisions of Public Administrative Circulars 18 /2020 and circulars thereof, the level of proficiency in respect of the other language should be obtained.
Link Language	Within three (03) years of the date of recruitment the proficiency in the link language (English Language) should be obtained. Annexure No. 7 of the service minute of Sri Lanka Education Administration Service, describes the relevant examination on link language.

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

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

3. **Salary Scale.-** This post is entitled to the salary scale as per (SL-01-2016) Rs. 47,615 – 10 x 1335 - 8 x 1630 - 17 x 2170 -110,895/- (monthly) in terms of the Public Administrative Circular No 03/2016 dated 25.02.2016.

4. **Eligibility .-** An officer belonging to Grade I of the Sri Lanka Principals' Service who at present has fulfilled the following qualifications shall be eligible to sit the examination, to be appointed on the basis of the service experience and merit.

- I. Having completed a minimum period of 03 years of service in Grade I of the Sri Lanka Principals' Service to the closing date of applications.
- II. In case of an officer absorbed into the Grade 1 of the Sri Lanka Principals' Service as per the section (b) in the para 17.4.3 of the service minute of the Sri Lanka Principals' Service, all relevant qualifications be completed as per the said service minute.
- III. Be confirmed in the Sri Lanka Principals' Service.
- IV. Passed or released from efficiency bar examinations relevant to the Sri Lanka Principals' Service.
- V. Not been subjected to any disciplinary punishment as per the provisions in circular No. 01/2020 of the Public Service Commission.

5. *Physical Suitability* .– Every candidate should be physically and mentally sound enough to serve in any part of the island and perform duties of the post.

6. *Other Qualifications* :

- I. No candidate is allowed to sit the competitive examination for recruitment on the basis of Service Experience and Merit for more than three (03) sittings and for both Limited Competitive Examination and the Competitive Examination for recruitment on the basis of Service Experience and Merits for more than five (05) sittings altogether.
- II. Should have fulfilled all the necessary qualifications required to sit the examination for recruitment to the Sri Lanka Education Administrative service on the basis of service experience and merit in addition to the eligibility to face the interview as at the closing date of applications.

7. *Age Limit*.– Not more than fifty-eight years (58) of age on the closing date of applications. Accordingly, those who were born on or after 30.07.1963 can apply for this examination.

8. *Method of Recruitment*.– Recruitments will be made based on the results of the written examination and service experience.

8.1. *Written Examination*

This examination consists of two (02) papers as given in the table no 01.

8.1.1. Syllabus

Table 01 : Subjects related to the written examination

	<i>Subjects</i>	<i>Time</i>	<i>Maximum Marks</i>	<i>Minimum Mark required to pass</i>
01.	Comparative Education	1 hour	100	40
02.	Education Administration and Case Studies	1 hour	100	40

Table 02. Syllabus

	<i>Subject</i>	<i>Syllabus</i>
01	Comparative Education	It is expected from this question paper to assess the candidate's comparative evaluations on the education policies, rules and laws, functions of the educational institutes and current programs in the development of education in Sri Lanka and educational trends.
02	Case study on Education Management	Questions are presented with the objective of bringing out the candidate's responsiveness to few likely cases that might crop up in the field of Education Administration / Management and his / her knowledge on problem solving in such cases.

8.1.2. The Commissioner General of Examinations will conduct this examination.

8.2. *Method of awarding marks for service experience :*

- (i) After deducting the prescribed three year period of service given as basic qualifications necessary for the recruitment, in addition to said compulsory period of service, for all active and satisfactory period of service in the Grade I of Sri Lanka Principals' Service, 03 marks per each year will be awarded subject to a maximum of 60 marks for service experience.
- (ii) In case the officers absorbed into the Grade 1 as per the section (b) in the para 17.4.3 of the service minute of the Sri Lanka Principals' Service, the period of service taken to complete relevant qualifications as per the said service minute, and supernumerary service period of the officers obtained appointments based on supernumerary period, shall not be considered as active and satisfactory period of service.
- (iii) Marks will be awarded only for one complete year of active and satisfactory period of service.

8.3. *General Interview :*

- 8.3.1. No marks will be awarded for the general interview.
- 8.3.2. This interview intends to examine if the applicant has fulfilled qualifications required for recruitment and necessary qualifications required for recruitment as per this notification of recruitment.

- (i) Only a number of candidates equal to the number of vacancies available shall be called for the interview, to ascertain qualifications according to the order of merit obtained as per the total marks obtained for service experience and written examination.

- (ii) If any vacancy occurs / vacancies occur due to, an applicant / a number of applicants called for the interview has /have not fulfilled required qualifications, the said number of vacancies shall be filled from the next candidates in the merit list as per order of merit.
- (iii) If there is more than one candidate with equal marks at cut off points, the Public Service Commission shall take a decision with regard to such situations.
- (iv) Eligibility of candidates shall be examined by a board of interview appointed by the Education Service Committee of the Public Service Commission.

8.4. *Releasing Examination Results :*

According to 1.a and 1.b of this notice, the list of selected applicants prepared according to the merit as per the total marks obtained for both written examination and service experience shall be sent to the Secretary of the Education Service Committee of the Public Service Commission. Having completed the appointment process as directed by the Education Service Committee of the Public Service Commission, the results would either be sent personally to the candidates or published on the website of the Department of Examinations, www.results.exams.gov.lk.

9. *Examination Conditions :*

- I. The examination will be conducted in the Sinhala, Tamil and English mediums. A candidate can appear for the examination in only one language of her/his choice. All question papers have to be answered in the same medium. Candidates will not be permitted to change the medium of examination in her/his application later.
- II. The examination fee, which is Rs.1200/- could be paid at any post office or divisional secretariat in the island to the

- credit of revenue head 20-03-02-13 of Commissioner General of Examinations. A margin of the original receipt obtained in the candidate's own name should be firmly pasted to the place specified in the application form. It would be advisable to retain a photocopy of this receipt.
- III. The paid examination fee shall not be refunded for any reason or cannot be exchanged for any other examination.
- IV. This examination will be held in Colombo. The date of the examination will be notified later.
- V. No applicant will be allowed to enter the examination hall without an admission card and it is mandatory to submit the duly completed and attested admission card to the supervisor of the examination hall on the first day of the examination.
- VI. Issuance of an admission card to a candidate for the examination should not be taken as an acknowledgement that the candidate has satisfied the qualifications required to sit the examination.
- VII. The application should be prepared on the A4 paper of 22x29 cm. Headings 01 to 05 should appear on the first page. From 06 onwards should be on the second and third pages. The relevant particulars should be entered very clearly in candidate's own handwriting.
- VIII. It would be advisable to retain a copy of the application form with the applicant. Further, the applicant should satisfy herself / himself that the perfected application conforms to the specimen application form before submitting.
- IX. All applications that do not conform to the format of the specimen application form provided at the end of this notification shall be rejected without notice.
- X. Department of Examinations shall publish a newspaper notification as soon as the admission cards are issued. If the admission card is not received by any of the applicants at least five (05) days prior to the date of examination, an inquiry should be made from the Department of Examinations as stated in the newspaper notice. When making such an inquiry, it is advisable to attach a photocopy of the application, a copy of the postal registration receipt and for the applicants living outside Colombo, it is advisable to send a request including a fax number of the applicant through fax to the fax number 011-2784232.
- XI. With the approval of the Education Service Committee of the Public Service Commission, the Commissioner General of Examinations has the power to either postpone or cancel the examination.
- XII. Candidates will have to abide by the rules and regulations enacted by the Commissioner General of Examinations, regarding conducting the examination. If those rules and regulations are violated, the candidates are bound to undergo any punishment imposed by the Commissioner General of Examinations. Moreover, all candidates should adhere to the present quarantine regulations in the country.
- XIII. All candidates should prove their identity to the satisfaction of the supervisor of the examination hall for each paper they sit.
- Any of the following documents shall be accepted for this purpose.
- (i) The National Identity Card
 - (ii) A valid Passport
 - (iii) A valid Sri Lankan Driving License
- Moreover, all candidates should enter the examination hall without covering their face and both ears, so that the examination staff may easily verify their identity. Any candidate refusing to prove the identity is not allowed to enter the examination hall. Further, once entered the examination hall, all candidates should keep their face and both ears open until leaving the hall, so that the examination staff may verify their identity.

- XIV. If it is revealed that a candidate does not possess any of the required qualifications, his / her the candidature may be annulled at any stage before, during or after the examination. After selecting to the post, if it is revealed that any of the facts presented is incorrect or any significant fact has been willfully suppressed, action may be taken for the person in question to be discontinued from the service/ returned to the previous post / dismissed from service.
- XV. Applicants serving in public service / provincial public service / formally released as officers in the volunteer forces or volunteer subservice, should submit their applications through their institution / department heads. All candidates should have their signature attested by their head of the department prior to the examination.
- XVI. The final decision on any matter that does not include in this notice rests with the Education Service Committee of the Public Service Commission.

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

Professor K. KAPILA C. K. PERERA,
 Secretary,
 Ministry of Education.

28.05.2021

(For office use only)

SPECIMEN APPLICATION FORM

සේවා පළපුරුද්ද හා කුසලතා පදනම මත ශ්‍රී ලංකා අධ්‍යාපන පරිපාලන සේවයේ III ශ්‍රේණියට බඳවා ගැනීමේ
 තරග විභාගය - 2020/2021

COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE 111 OF THE SRI LANKA EDUCATION ADMINISTRATIVE SERVICE ON
 THE BASIS OF SERVICE EXPERIENCE AND MERIT - 2020 / 2021

Medium of the Examination		
Sinhala - 2		<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div> (write relevant No. in the cage)
Tamil - 3		
English - 4		
(The medium appearing for the examination shall be the medium of recruitment)		

01. 1.1 Name in Full (In block letters):
- 1.2 Name with last name at the beginning and initials of other names at the end :
 (In block letters) :.....
 (ex: Silva, G.A.)
- 1.3 Name in Full (in Sinhala/Tamil) :
- 2.0 2.1 Permanent Address (in English block letters) :.....
- 2.2 Permanent Address in (Sinhala / Tamil) :

2.3 Official Address (In English block letters) :

2.4 Official Address (In Sinhala / Tamil) :

2.5 Address to which admissions should be posted (In block letters) :

3.0 3.1 Personal Contact No. & Fax numbers (If any)

Telephone No.

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

Fax No.

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

3.2 Official Telephone / Fax :

Telephone No.

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

Fax No.

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

3.3 Email Address:

4.0 Gender : Male 0
Female 1 (write the relevant No. in the cage)

5.0 National Identity Card No.:

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

6.0 6.1 Civil Status: Unmarried – 01
Married – 02 (write the relevant No. in the cage)

6.2 Date of birth

Year

--	--	--	--

 Month

--	--

 Date

--	--

6.3 Age as at 30.07.2021 :

Years :

--	--

 Months :

--	--

 Days :

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7.0 Number of previous sittings to the competitive examination on the basis of Limited and Service Experience and Merit.

Examination	Years	Number of times
Limited		
Service Experience and Merit		

8.0 Service details (Complete the following table) :

Serial No.	Appointment / Post	Date of Appointment / Promotion / Absorption	Date and the number of the Letter of Appointment / Promotion / Absorption
I	First appointment to the Principals' Service		
II	Date of absorption to the Principals' Service (only if relevant)		
III	Absorption to the new service minute		

<i>Serial No.</i>	<i>Appointment / Post</i>	<i>Date of Appointment / Promotion / Absorption</i>	<i>Date and the number of the Letter of Appointment / Promotion / Absorption</i>
IV	Promotion to the Grade I of the Principals' Service		
V	If the appointment is on supernumerary basis, absorption to the Grade 1 of the Principals' Service		

Complete following table (Complete the following table) :

<i>VI</i>	<i>Present post and the date of appointment to the post</i>	<i>Details of present place of work</i>			
		<i>Name of the place of work</i>	<i>Address</i>	<i>Zone for which the place of work belongs to</i>	<i>Province for which the place of work belongs to</i>

9.0 Details of training programs followed :
(Complete following table)

<i>Serial No.</i>	<i>Name of the training program /course</i>	<i>Institution</i>	<i>Year of completion</i>
i			
ii			

10.0 Efficiency Bar examinations :

<i>Efficiency bar examination</i>	<i>Date completed / passed</i>
First	
Second	

11.0 Details of disciplinary punishments subjected as per the circular No. 01/2020 of Public Service Commission.
(Complete the following table)

<i>Year</i>	<i>Nature of Punishments</i>

12.0 If there are any ongoing disciplinary action cases against the applicant, its present status.
(Complete following table)

<i>Year</i>	<i>Present state of the disciplinary procedure / investigation / audit procedure</i>

13.0 Particulars of salary increments after being promoted to the Grade I of the Principals' Service. (Complete following table) :

<i>Year</i>	<i>Whether the salary increment was earned or not.</i>	<i>If not reasons</i>

14.0 Details of no pay / half pay leave obtained after promoting to the Grade I of the Principals' service. (Complete following table) :

<i>Year</i>	<i>No Pay Leave</i>	<i>Half Pay leave</i>
	From to.....	From to.....
	From to.....	From to.....
	From to.....	From to.....

I, do hereby state that I am qualified and suitable to be appointed into Sri Lanka Education Administrative Service on service experience and merit based recruitment. I hereby certify that the information furnished by me herewith are true and accurate to my knowledge and belief. In addition, I herewith agree to act according to the examination regulations and adhere to the laws and regulations enforced by the Commissioner General of Examinations.

.....
Date

.....
Signature of the Applicant.

15. Commissioner General of Examinations,

The details furnished by him/her in the paragraphs from No. 1 to No. 14 are accurate as per his/her personal file in this office, and he has pasted the receipt after paying due examination fee of Rs. 1,200/-.

.....
Date

.....
Provincial Education Secretary / Provincial Director of
Education/ Zonal Director of Education
(Signature & Stamp)

Paste the receipt obtained by paying Rs. 1,200/= as here (Keep a photocopy of the receipt)

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

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

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

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

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

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

***Annual Subscription Rates and Postage**

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

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

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

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

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

IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

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

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

The Government Printer accept payments of subscription for the Government Gazette.

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

THE SCHEDULE

<i>Month</i>	<i>Date of Publication</i>			<i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i>		
2021						
JUNE	04.06.2021	Friday	—	21.05.2021	Friday	12 noon
	11.06.2021	Friday	—	28.05.2021	Friday	12 noon
	18.06.2021	Friday	—	04.06.2021	Friday	12 noon
	25.06.2021	Friday	—	11.06.2021	Friday	12 noon
JULY	02.07.2021	Friday	—	18.06.2021	Friday	12 noon
	09.07.2021	Friday	—	25.06.2021	Friday	12 noon
	16.07.2021	Friday	—	02.07.2021	Friday	12 noon
	22.07.2021	Thursday	—	09.07.2021	Friday	12 noon
	30.07.2021	Friday	—	16.07.2021	Friday	12 noon
AUGUST	06.08.2021	Friday	—	22.07.2021	Thursday	12 noon
	13.08.2021	Friday	—	30.07.2021	Friday	12 noon
	20.08.2021	Friday	—	06.08.2021	Friday	12 noon
	27.08.2021	Friday	—	13.08.2021	Friday	12 noon

GANGANI LIYANAGE,
Government Printer.

Department of Government Printing,
Colombo 08,
01st January, 2021.