

## Posts - Vacant

### MINISTRY OF SPORTS AND YOUTH AFFAIRS

#### Post of Director - National Institute of Sports Science

APPLICATIONS are invited from Sports Officers of the Department of Sports Development who possess the qualifications specified in this advertisement to fill the vacancy in the post of Director of the National Institute of Sports Science of the Ministry of Sports and Youth Affairs.

#### Basic Qualifications :

1. Should complete 05 years of satisfactory service in a permanent post in Class 11 of the Combined Service of Sports Officers.
2. *Salary Scale.*— Rs. 1,97,520-10X900-Rs. 2,87,520 (TA-T-1 in terms of Public Administration Circular No. 15/2003). The above Salary Scale could be changed according to Salary Conversions announced by the Ministry of Public Administration from time to time.
3. *Scheme of Recruitment.*— A suitably qualified person would be selected following an interview by a Board of Interview approved by the Public Service Commission.
4. *Terms of employment.*— This post is permanent and pensionable. He/She shall contribute to the Widows' and Orphans' Pension Fund or the Widowers' and Orphans' Pension Fund.
5. Applications prepared as per specimen application at the bottom of this advertisement should be addressed to the Secretary, Ministry of Sports and Youth Affairs, No. 420, Bauddhaloka Mawatha, Colombo 07 under registered cover to reach him on or before 11th February, 2005.
6. The post applied for should be indicated on the top left hand corner of the envelope enclosing the application. The application should conform to all the requirements specified. Late applications will be rejected without notice and complaints regarding loss or delay in the mail of related documents will be rejected. The applicant shall bear any loss caused as a result of the application being delayed till the last date. Applications will not be acknowledged.
7. The selected applicant shall be liable for dismissal in the event of he/she being discovered of purposely furnishing incorrect and/or false information in the application.
8. All Officers are required to comply with the provisions of the Establishment Code, the Financial Regulations, Departmental Regulations and rules and regulations issued by the Government from time to time.

By order of the Public Service Commission.

S. RANUGGE.

Ministry of Sports and Youth Affairs,  
No. 420, Bauddhaloka Mawatha,  
Colombo 07.  
31st December, 2004.

### MINISTRY OF SPORTS AND YOUTH AFFAIRS

#### SPECIMEN APPLICATION FORM FOR POST OF DIRECTOR, INSTITUTE OF NATIONAL SPORTS SCIENCE

01. (i) Last name of applicant with initials : \_\_\_\_\_.  
(ii) Names denoted by initials : \_\_\_\_\_.
02. (i) Private Address : \_\_\_\_\_.  
(ii) Official Address : \_\_\_\_\_.
03. Sex : \_\_\_\_\_.
04. National Identity Card Number : \_\_\_\_\_.
05. Date of Birth :  
Date : \_\_\_\_\_, Month : \_\_\_\_\_, Year : \_\_\_\_\_.
06. Age as at 11th February, 2005 :  
Years : \_\_\_\_\_, Months : \_\_\_\_\_, Days : \_\_\_\_\_.
07. Educational Qualifications and other Qualifications :  
(i) Degree : \_\_\_\_\_.  
(ii) G.C.E. (A/L) : \_\_\_\_\_.  
(iii) G.C.E. (O/L) : \_\_\_\_\_.  
(iv) Other : \_\_\_\_\_.
08. Present employment and the date of appointment to the present post : \_\_\_\_\_.
09. Experience : \_\_\_\_\_.
10. Date of appointment of Class II of Combined Service of Sports Officers : \_\_\_\_\_.
11. Have you ever been convicted in any Court of Law ? Yes/No (if so give particulars) : \_\_\_\_\_.  
  
I do hereby certify that the particulars furnished by me in this application are true and correct.
12. I am also aware that if any particulars contained herein are found to be false or incorrect, before selection I am liable to be disqualified and dismissal if the inaccuracy is discovered after appointment.

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

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

13. Recommendation of the Head of the Department :

that he/she can be / cannot be released from the present post if he/she is selected for the above post.

The applicant namely Mr./Mrs./Miss ..... is serving in this Department/Provincial Council/Institute. He/She is holding a permanent/pensionable/casual post. He/She has earned all his/her increments during last five years. He/she has not been penalized for any disciplinary matter (other than warning) and is not subject to any disciplinary action. I certify

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

01-269

Signature of the Head of the  
Department/Institution/Authorized Officer.  
(Office Stamp)

## Examination, Results of Examination & c.,

### MINISTRY OF SPORTS AND YOUTH AFFAIRS

#### Small Enterprises Development Division

#### POSTS OF ENTERPRISE DEVELOPMENT TRAINING OFFICER

APPLICATIONS are entertained for the posts of Enterprises Development Training Officer in the Small Enterprises Development Division under the Ministry of Sports and Youth Affairs.

01. Description of General Duties applicable post : To take action for Enterprise and Small Enterprise development—
  - (a) Identity training needs.
  - (b) Organizing and operation or training courses and conducting lectures.
  - (c) follow up action consultancy and coordinating or allied services.
02. Age Limit : Not less than 18 years and not more than 45 years. (the upper age limit will not apply to those already in the Public Service, Provincial Council Service).
03. Educational Qualifications : A first class, a second class upper or lower Division. Degree in one or more of the following subjects Economics, Commerce, Business Administration, Geography, Social Science, Statistics, Management, Mathematics and Science, Engineering Science, Agricultural Science, Information Technology ; and  
  
A post graduate Diploma with one of the above mentioned subjects.
04. Salary Scale : T-3-6  
Rs. 94080 - 12 X 2460 - Rs. 1,23,600 per annum.  
  
All recruitments will done in accordance with Public Administration Circular No. 15/90.
05. Method of recruitment : The candidates are expected to sit a competitive examination conducted by the Department of Examinations or an institution recognized by the Government in the following subjects :
  1. Comprehension 100 Marks
  2. Intelligence 100 Marks

The candidates obtaining the highest qualifications will be called up for an interview after taking into consideration the number of vacancies.

All recruitments will be done in accordance with Public Administration circular No. 15/90.
06. Terms of engagement : The post is permanent pensionable. The person recruited shall contribute to the Widows' and Orphans' Pension Fund Widowers' and Orphans Pension Fund.
07. Conditions of Services : Sections 10-12 of Chapter II of the Establishment Code will apply.