

Examinations, Results of Examinations, &c.

EXCISE DEPARTMENT OF SRI LANKA

Open Competitive Examination for the Recruitment to Posts of Excise Inspectors

APPLICATIONS are hereby called, by order of the Public Service Commission, from applicants of Sri Lanka (males) for recruitment to Posts of Excise Inspectors in the Department of Excise.

Applications prepared on sheet of papers sized 297mm x 210mm(A4) in conformity with the Specimen application form appended to this notification should be sent under registered cover to the Commissioner General of Excise No. 28, Staple Street, Colombo 2 to reach him on or before 03.03.2006.

The envelop containing the application should be marked, "Application for the Post of Excise Inspector", on its top left corner. Applications should be complete and accurate in all respects, according to the notification and the applications which do not conform to the notification or which are not received on or before the prescribed date will be rejected without notice. Complaints regarding the loss of applications or its connected letters in post will not be considered and the receipt of applications will not be acknowledged.

01. *Details of General Duties of the Post* .— Deploying the junior officers in standardization of licit alcohol and in taking preventive measures in respect of illicit alcohol and drugs, under the relevant ordinance and other regulations; supervising these activities and personally engaging in such operations that is to perform relevant activities in any area of authority, in a special unit or in any excise station and to implement, preventive activities of grave crimes related to alcohol and deploying junior officers in such activities.

02. *Salary Scale* .— An annual salary of Rs. 140,640 - 5 x 3,480 - Rs. 158,040 is attached to this post. According to P. A. Circular No. 9/2004 TB 3-7—1)

Should pass the First Efficiency Bar before reaching the Salary Step of Rs. 151080 and the Second Efficiency Bar before completing 5 years (before reaching the Salary Step of Rs. 158,040) in service.

03. *Age Limit* .— Applicants should not be less than 21 years and not more than 35 years of age as on 31.01.2006. Officers already in service in the Department of Excise can apply as external candidates, irrespective of upper age limit, provided they possess the other qualifications.

04. *Educational and other Qualifications* :

- (i) Should be a graduate from a recognized University.
- (ii) Should have obtained Credit passes in Mathematics and English at the G.C.E.(O/L) Examination.
- (iii) Should be 167.6cm (5ft and 6 inches) in height when barefooted and the chest measurement should be 83.8cm (33 inches) when exhaled.
- (iv) Applicants should possess a good character
- (v) Should be of sound physique to serve in any part of the island.
- (vi) The eye sight should be at least 6/6 and 6/12 with the vision to recognize objects without wearing spectacles or contact lenses.
- (vii) Skills in sports and other extra curricular activities will be given priority.

N. B. - Applicants' physical fitness will be examined before appointments are given.

05. *Mode of Recruitment* .— Seventy percent (70%) of vacancies will be filled from amongst the graduates on the basis of an Open Competitive Examination followed by an interview where due consideration is given to personal skills. If it appears that the number of the applicants qualified are equal to or less than, the number of existing vacancies, they may be called for structured interview without conducting an examination.

Details of the Written Competitive Examination .— General Question Paper : Time 2 hours — Marks 200

This paper intends to judge the applicants' intelligence, reasoning and the ability of decision making. (It will include questions on mathematical/diagrammatic problems, anonyms and synonyms, phrases/sentence making, filling in blanks etc.)

Structured Interview .— Depending on the existing number of vacancies, the applicants who would score 50% of marks or more at the written examination will be called for the interview. The selection will be made giving the priority for those who obtained the highest total marks taken together at the written examination and the interview.

06. *Examination fees* .— Applicants should pay an Examination fee of Rs. 300. In order to pay this amount a Bank Draft obtained from any Bank should be sent along with the application, to be credited to the Account No. 0747080000230 - 7 maintained by the “Commissioner General of Excise” at the Bank of Ceylon, Taprobane Branch. The applicant is advised to retain a photocopy of this Bank Draft. This fee is not refundable.

07. *Duration of Training* .— Selected candidates will be given a 03 months training. A test will be held at the end of this period and the training of those who cannot pass this test will be terminated. If it was proved that the applicant’s failure to pass the test is beyond the scope of his subject, the training period may be extended by three (03) months and the applicant allowed to appear for the test once again. A consolidated monthly allowance of Rs. 3,000 will be paid to trainees during the training.

08. *Probationary Period* .— Candidates who successfully complete the training will be appointed as Excise Inspectors subject to a period of probation for three years. At the end of the training they would be confirmed in the Post of Excise Inspector provided they passed the requisite departmental examinations. If it was proved that the failure to pass the test is due to reasons beyond the scope of his subject and if his conduct, service and attendance have been satisfactory in every respect, his period of training would be maximally extended up to two years, enabling him to pass the above test.

09. *Terms of Engagement* :

- (i) This post is permanent. Appointees are eligible to a contributory pension under the Contributor Pension Fund. (Officers who held a Permanent and Pensionable post under the Government before 01.01.2003 are eligible to a pension under Pension Minute).
- (ii) May be directed to serve in any part of the country.

10. *Conditions of Service* .

- (i) You will abide by the Official language Law and any other rules and regulations which the Government may impose from time to time.
- (ii) Section 10-12 in Chapter II of the Establishment Code shall apply.

By order of the Public Service Commission.

Dr. P. B. JAYASUNDARA,
Secretary,
Ministry of Finance and Planning.

Ministry of Finance and Planning,
Colombo 01,
20th January, 2006.

SPECIMEN APPLICATION FORM

APPLICATION FOR THE POST OF EXCISE INSPECTOR IN THE DEPARTMENT OF EXCISE

- 01. (i) Name in full (In vernacular language) : _____.
- (ii) Name in Full (in English) : _____.
- (iii) Name with initials : _____.
- 02. (i) Permanent Address : _____.
- (ii) Divisional Secretary’s Division : _____.
- (iii) Grama Niladhari’s Division : _____.
- (iv) Police Station : _____.
- (v) Nearest Excise Station : _____.

03. (i) Postal Address :_____.
(For posting the Admission Card)
04. (i) Date of Birth :_____.
(ii) Age as at _____.
Years:_____, Months :_____, Days :_____.
05. Sri Lankan Citizenship:_____.
(Please State whether it is by descent or by registration)
06. Nationality :_____.
07. Number of the National Identity Card:_____.
08. Whether married or single?_____.
09. Educational Qualifications :_____.

(i)

<i>Name and year of the Degree</i>	<i>University</i>	<i>Subjects</i>	<i>Class Obtained</i>

(ii) Passes in the G. C. E. (O/L) Examination

<i>Mathematics/English Number of the Certificate & Level</i>	<i>Year of Examination</i>

10. Particulars if already employed :_____.
11. Sports Certificates and particulars of Extra Curricular activities
12. Particulars regarding any other Training/Service in Volunteer Forces if any :
13. (i) Height cm_____(_____ft. _____inches)
(ii) Width of the chest (When exhaled) cm_____(_____ft. _____inches)
14. If you have ever been convicted by a Court of Law of a criminal offence. please state the offence, punishment given and other details. :

15. I do hereby certify that the particulars furnished by me in this application are true and correct and I am aware that if any particulars contained herein are found to be false or incorrect I am liable to be disqualified before selection and to dismissal without any compensation if the inaccuracy is detected after the appointment.

_____,
Signature of Applicant.

Date :_____.

ශ්‍රී ලංකා මුද්‍රණ ආයතනය

ජනමාධ්‍ය හා තොරතුරු අමාත්‍යාංශය

අධීක්ෂණ නිලධාරීන් සඳහා කළමනාකරණය — කෙටිකාලීන පුහුණු පාඨමාලාව

CERTIFICATE COURSE IN MANAGEMENT FOR SUPERVISORS

1984 අංක 18 දරන පාර්ලිමේන්තු පනතෙන් ස්ථාපිත කරන ලද ශ්‍රී ලංකා මුද්‍රණ ආයතනය, අධීක්ෂණ නිලධාරීන් සඳහා කෙටිකාලීන පුහුණු පාඨමාලාවක් පෙබරවාරි මස ආරම්භ කිරීමට කටයුතු යොදා ඇත.

මෙම පුහුණු පාඨමාලාව සඳහා විශේෂයෙන්ම මුද්‍රණ ආයතනයන්හි, අධීක්ෂණ නිලධාරීන්, නියාමකවරුන්, පුහුණුවන කළමනාකරුවන් ඉලක්ක කර ඇත. මෙම පාඨමාලාව තුළින් මුද්‍රණ හා ග්‍රැෆික් ක්ෂේත්‍රයන්හි නියුතු අලෙවි හා ගණකාධිකාරී වැනි විෂයන්ට සම්බන්ධ නිලධාරීන්ට ද මුද්‍රණ හා ග්‍රැෆික් ශිල්පය ගැන අවබෝධයක් ලබා ගත හැක.

පාඨමාලා කාලය - සති 16 (පැය 48) (පෙ.ව.9.00-12.00 සෙනසුරාදා දිනයන්හි).

පාඨමාලා මාධ්‍යය- සිංහල/ඉංග්‍රීසි.

ඇතුළත්වීමේ අවම සුදුසුකම්- මුද්‍රණ හා ග්‍රැෆික්ස් ආයතනයන්හි නියුතු නිලධාරීන්

පාඨමාලා ගාස්තුව - රු. 6,000

පාඨමාලා අන්තර්ගතය -

1. Different Printing Methods and Products
2. Steps in the Offset Production Process
3. Sequence of Print Production
4. Keeping track of work in hand
5. Thinking backward planning
6. Scheduling of work
7. Importance of Keeping Statistics
8. Work Study
9. Standardization of the Plate-Making Process
10. Print Quality Control
11. Litho Press Problems
12. Introduction to Statistical Process Control
13. Introduction to Costing and Estimating
14. Stock Controlling
15. Waste Management
16. Human Resource Management
17. Quality and Productivity
18. Industrial Relations
19. Management in Practice
20. New Development in Printing Industry

සීමිත සිසුන් ප්‍රමාණයක් බඳවා ගන්නා බැවින් ලියාපදිංචි වන අනු පිළිවෙලට සිසුන් බඳවා ගන්නා බව සලකන්න.

අයදුම්පත් මුද්‍රණ ආයතනයට පැමිණ හෝ මුද්දර ගැසුම් ලියුම් කවරයක් එවීමෙන් ලබාගත හැක.

විමසීම්

ලේඛාකාධිකාරී,

ශ්‍රී ලංකා මුද්‍රණ ආයතනය,

අංක 118, දොස්තර ඩැනියෙල් ද සිල්වා මාවත,

කොළඹ 08.

දුරකථන අංක - 679791, 686162,

ෆැක්ස් - 686162

ඊමේල් : Sliopdir@sri.lanka.net