

Posts - Vacant

MINISTRY OF SCIENCE AND TECHNOLOGY

Recruitment for the Post of Supply Assistant

APPLICATIONS are invited for the two recruitments for the Post of Supply Assistant of the Ministry of Science and Technology.

Age Limit.— Should not be less than 18 years and not more than 45 years (This maximum age limit will not apply for those who are already in Public/Local Government Service).

Salary Scale.— Rs. 126,600 – 6 x 2,220 – 5 x 3,480 – Rs. 171,120. (Suitable appointees will be selected from a TB-2-5-2 Structured interview in terms of the Public Administration Circular No. 9/2004).

Education Qualifications.— A degree from a recognized University in the discipline of Management, Business Management, Public Administration, Commerce, Public Finance, Public Finance Management or an equivalent subjects.

Professional and other equivalent qualifications.— Minimum 3 months experience in the field of supply in a recognized institution and the skills in the field of computer.

Condition of the recruitment.— The post is permanent. You are entitled to the Contributory Pension Scheme in terms of the Contributory Pension Scheme Fund. If an officer who has already held a pensionable post is recruited, he/she will continue to be pensionable. Selected appointees should serve in any part of the Island in which you are called upon to serve.

Other Qualification :

1. Should be a Sri Lankan Citizen ;
2. Should have excellent moral character and physical health.

Forwarding the application.— The application should be completed according to the specimen application given in this notification and should reach to the Secretary, Ministry of Science and Technology, No. 561/3, Elvitigala Mawatha, Colombo 05, under registered cover on or before 07.04.2006.

In the top left corner of the envelope the word “Supply Assistant” should be clearly stated. The late incomplete or unqualified application will be rejected. The decision taken by the Secretary in connection with the rejection of the applications, will be the final decision. You will not be acknowledged the receipt or rejection of the application.

S. RANUGGE,
Secretary,

Ministry of Science and Technology.

Ministry of Science and Technology,
No. 561/3, Elvitigala Mawatha,
Narahenpita,
Colombo 05.
24th March, 2006.

SPECIMEN APPLICATION

APPLICATION FOR THE RECRUITMENT TO THE POST OF SUPPLY ASSISTANT

01. (i) Name with initials : _____.
(ii) Full Name : _____.
02. National Identity Card No. : _____.
03. Date of Birth : _____.
Date : _____, Month : _____, Year : _____.
Age as at 07.04.2006 : _____.
Dats : _____, Months : _____, Years : _____.
04. (i) District of the Permanent Residence : _____.
(ii) Divisional Secretariat : _____.
(iii) Address of the Permanent Residence : _____.
05. (i) Nationality : _____.
(ii) Whether you are a Sri Lankan Citizen : _____.
(Yes/No)
(iii) If Sri Lankan Citizenship is got by the registration, the No. : _____.
06. Male/Female : _____.
07. Marial Status : _____.
08. Education Qualifications : _____.
(i) Name of the Degree : _____.
(ii) Year : _____.
(iii) Name of the University : _____.
(iv) Subjects : _____.
(v) If a class obtained the particulars : _____.
(vi) Medium : _____.

09. I,, do certify that the above furnished particulars are true and correct. I hereby declared that I have never been dismissed or retired compulsory on the grounds of inefficiency as an merciful alternative to dismissal or considered to have vacated the post.

I am aware that the any particulars are found to be not true or incorrect, since it will be subjected to be disqualified, I will be liable to dismiss without any compensation whatsoever.

Signature of Applicant.

If the applicant is a government Officer, the certification of the Head of the Department :

I, hereby forward the application of Mr./Ms./Mrs. he/she is working in this Ministry as a temporary/casual employee and in the event of being selected him/her to this post, he/she can be released/cannot be released from the service of this institution.

Head of Institution.

Date : _____.

03-615

MINISTRY OF HEALTH

Recruitment for the Post of Welfare Officer

APPLICATIONS are invited from citizens of Sri Lanka with the following qualifications for the recruitment to the Post of Welfare officer in the Department of Health Services. The applications prepared as per the specimen attached hereto should be submitted on or before 02.05.2006. The persons who are currently employed should forward their applications through the head of the institution.

02. *Annual Salary Scale* : Rs. 183,960 - 15 x 3,600 - Rs.237,960 in terms of General Circular No. 02/130/2005 of the Secretary of Health.

03. *Conditions of employment* : This post is permanent and is entitled for a contributory pension under the contributory Pensions Fund. If any person who held a pensionable post prior to 01.01.2003, is recruited, such a person is entitled for a pension under the Pensions minutes and should contribute to the W OP fund.

04. *Age limit* : Should not be less than 18 years and over 40 years. The upper age limit is not applicable for those who are already in the Public/Provincial Public Service.

05. *Educational Qualifications* : A person with :

- (i) (a) a degree from a recognized University ; or
- (ii) (a) a degree from a Social Services College or a Diploma on Social Work following a minimum of 02 years course, and

Experience is not less than five years serving full time in the field of social welfare in a Government Department or a government statutory institutions; or

(b) Pass in six subjects with 04 credit passes including Language or Literature, Mathematics/Arithmetics/Commercial Arithmetics in not more than two sittings in the G.C.E. (O/Level) / Senior School Certificate Examination ; or

Pass in six subjects with four "B" grade passes including First Language and Mathematics is not more than two sittings in the National Certificate of General Education Examination ; and

Experience in not less than 12 years attached full time to a post in the field of social welfare in a Government Department/Government Statutory Institution.

06. *Method of Application* : The words "Post of Welfare Officer" should be clearly indicated at the top left hand corner of the envelope and the applications should be sent to the following address. Application and other relevant documents should only be sent to the Secretary/Health in the following address and not personally addressing to any other officer serving in this Ministry.

Secretary,
Ministry of Healthcare and Nutrition,
"Suwasiripaya",
No. 385, Ven. Baddegama Wimalawansa Thero Mawatha,
Colombo 10.

RANJITH MALIGASPE,
Secretary,
Ministry of Healthcare and Nutrition.

03rd March, 2006.

SPECIMEN APPLICATION FORM

POST OF WELFARE OFFICER IN THE MINISTRY OF HEALTH

01. (a) Name with initials :_____.
(b) Names denoted by initials :_____.
02. (a) Personal Address :_____.
(b) Official Address :_____.
03. (a) Date of Birth :_____.
(b) Age at the closing date of applications :_____.
Years :_____. Months :_____. Days :_____.
04. Sex :_____.
05. Civil Status :_____.

06. Educational Qualifications :

Examination/Degree	Year and Institution	Subjects

G. C. E (O/L)

Examination	Year	Subjects

07. Particulars of the Present Post : (Those who are currently in public service should complete this part) :

- (a) Designation : _____. Service : _____.
 (b) Department/Institution : _____.
 (c) Date of Appointment : _____.
 (d) Whether temporary/permanent : _____.
 (e) Whether confirmed in the Post : _____.
 (f) Salary scale and the present step : _____.

I do hereby certify that the particulars furnished by me above in this application are true and accurate and I am aware that I am liable to be disqualified if the particulars contained herein are found to be false or incorrect prior to appointment or to be dismissed if it is found after appointment.

_____,
Signature of the Applicant.

Date: _____.

THE ATTESTATION

I do hereby certify that Mr/Ms..... who is personally known to me is serving in this institution. In the event of his/her selection to the above post, I agree to release him/her, in order to assume duties in the said post. (If the applicant is an officer in a Government Institution it should be mentioned whether he could be released.).

Signature of the Attestor : _____.
 Name : _____.
 Designation : _____.

03-665

B4-B 079232

MINISTRY OF EDUCATION

Selection of Teachers to Follow Teacher Training Courses in Teachers' Colleges — 2006

APPLICATIONS are entertained from untrained teachers (who have got formal appointments signed by Secretary, Education Service Commission or Secretary, Provincial Public Service Commission) serving in Government Schools, who are eligible to follow the Two Years Teacher Training Course in Government Teachers' Colleges. Teachers who have got their formal appointments in Government approved private Schools and in approved Pirivenas are also eligible to apply for this course. In the case of Private Schools they must be registered under Director of Private Schools in Ministry of Education.

Those who could not complete the Distance Training Programme and PRINSETT Programme conducted by the NIE also can apply for this Training. To prove this they have to forward a letter at the interview signed by the Distance Training Authority of NIE.

Selection will be made according to the number of vacancies existing in the Teachers' Colleges and also on the basis of applicant's seniority in assuming duties in the school. If you do not apply for this training, it is emphasized that you will be deprived of opportunities in professional development. If the number of applicants in the Sinhala medium is found to be too small, it is considered to conduct all the courses in a Teachers' College.

Duration of this Course will be two years and the pupil teachers are required to undergo full time residential institutional training. If there is no residential facility or if there is no adequate accommodation, student teachers can be provided with accommodation closer to the Institution. For this they should get the Principal's approval. During the period of training in the Teachers' College they should not follow any other course or appear for any external examination.

02. Admission :

- (i) These courses are not applicable to the under-mentioned categories of teachers :
- (a) Teachers who have already under gone or are undergoing training in any Teachers' College.
 (b) Teachers who are following Distance/PRINSETT Teacher Training Courses.
 (c) Those who have been appointed as Graduate Teachers, or as Graduate Trainee Teachers or as Graduate Management Assistants or any other Graduate appointment.
 (d) Teachers who have not fulfilled the qualifications indicated in number 7 of this Notification.

When it is detected that an ineligible candidate has gained admission, action will be taken to cancel his/her training at any stage or to invalidate his/her Training Certificate if the detection is made after completion of training.

- (ii) Every candidate is required to produce the under mentioned documents when they are called for registration for the course of training :

(a) Duly completed Bond,

(b) A copy of the Agreement entered into with the Government or with the Management concerned, as the case may be, to serve a continuous period of 5 years on completion of training (Government teachers in Government schools and Non-Government teachers under the Management concerned).

- (iii) It should be noted that teachers appointed under District Service Scheme after April 1982, will continue to serve in the same District even after completion of their training.

03. (i) Trainees whose general conduct and diligence in studies is not upto the standard expected by the Principal of the Teachers' College are liable to be discontinued from pursuing their training. Any trainee who does not exhibit 90% of the progress in attendance and participation in curricular activities will not be eligible to sit the 'Teachers' College Final Examination. However, in special circumstances, the Secretary, Education reserves the right to make an order related to this matter.

- (ii) *Leave.*—Two years full-pay study leave will be granted for institutional training. All trainees are required to devote this two— year period entirely for their training. However, under special circumstances a trainee could be granted a limited number of casual leave only if the Principal is satisfied with the necessity. It is stressed that the prior approval of the Principal should be obtained for such leave. Leave obtained in this manner should not exceed Ten days per year.

A trainee whose progress in studies is found to be unsatisfactory owing to obtaining of excessive leave is liable to be discontinued from training and to be sent back to school. Any medical leave taken should be supported by a Medical Certificate obtained from a Government Medical Officer or from a Medical Officer approved by Government.

In instances where the state of a teacher's pregnancy is proven to be impeding her training activities, Secretary, Education reserves the right to take a decision relating to the continuance of her training.

04. Trainees who pass the First Year Examination and the Final Examination (with successful completion of the Two— Year Teacher training Course) conducted by the Commissioner General of Examinations will be awarded the Trained Teachers' Certificate. This Certificate will be issued in two levels :

- (i) Merit Pass ;
(ii) Ordinary Pass.

05. *Salary Scale.*—After satisfactory completion of the training course (requirements) and from the effective date of validity of the

Trained Teachers' Certificate they will be placed on the Salary Scale of Rs. 109,140 - 9 x 1,320 - 8 x 1,560 - Rs. 133,500. (Class 3 Grade I in Sri Lanka Teachers' Service).

06. (i) Every candidate should be trained in the subject indicated in the appointment letter. The teachers who have been appointed as government teachers and whose subject is not mentioned in the appointment letter, could apply for training, in one of the subjects they have passed the G. C. E. (A/L) exam. At the interview the candidates are expected to submit a letter approved by the Head of the Institution, to say that they are teaching the relevant subject. Those who have been appointed according to the subject is not indicated in the appointment letter will be considered as primary teachers.

- (ii) When the subject is not mentioned in the letters of appointments of Private and Pirivana teachers, they will be selected for training according to the subjects taught by them. Submission of a copy of Time Table approved and signed by the Head of the Institution is essential.

Course No. Name of the Course

01	Sinhala
02	Primary Education
03	Social Studies
04	Science
05	Mathematics
06	Agriculture
07	Home Science
08	English
09	Buddhism
10	Christianity/Roman Catholic
11	Hinduism
12	Islam
13	Art
14	Music
15	Dancing
16	Arabic
17	Special Education (Sinhala Medium)

- (a) Teaching Methods for hearing impaired Children (Deaf),
(b) Teaching Methods for visually Handicapped (Blind) Children,
(c) Teaching Methods for Mentally Retarded Children

18	Handicrafts and Technology
19	Commerce
20	Tamil
21	Physical Education

07. (I) *Eligibility*.—Every candidate should have fulfilled the following conditions :

- (i) Should possess a good character,
- (ii) Should be a citizen of Sri Lanka,
- (iii) Should have passed six subjects including Mathematics and First Language at the G.C.E.(O/L) or N.C.G.E. Examination in not more than 2 sittings,
- (iv) Should have three months service as a teacher by 30.04.2006. (This is applicable to teachers who are working in the government schools).
- (v) All candidates should prove their category the appointment by producing their original Letter of Appointment.

(II) Candidates who select the under mentioned courses should possess the qualifications mentioned below in addition to the above qualifications.

(a) *Sinhala Course :*

Should have obtained a Credit pass for Sinhala at the G.C.E. (A/L) Examination.

(b) *Science Course :*

- (i) Should have obtained at least two credit passes at the Senior School Certificate Examination or G.C.E. (O/L) Examination for Physics, Botany, Biology, Zoology, Chemistry, Mathematics (Biology will not be considered along with Botany and Zoology) ;
or
- (ii) Should have passed in Science and Mathematics with a Credit Pass for Science, in the New Syllabus ;
or
- (iii) Should have obtained passes in two of the above subjects at the G.C.E. (A/L) Examination.

(c) *Mathematics Course :*

- (i) Should have obtained at least two credit passes for Physics, Applied Mathematics, Advanced Mathematics, Elementary Mathematics, Pure Mathematics, Mathematics, Science at the G.C.E. (O/L) Examination (Old Syllabus) or the Senior School Certificate Examination ;
or
- (ii) Should have obtained passes at the G.C.E. (O/L) Examination for Mathematics and Science with credit pass for Mathematics, in the New Syllabus ;
or
- (iii) Should have obtained passes in two of the above subjects at the G.C.E. (A/L) Examination.

(d) *Agriculture Course :*

- (i) Should have obtained a credit pass for one of the following subjects at the G.C.E. (O/L) Examination (Old Syllabus) or at the Senior School Certificate Examination Agriculture, Chemistry, Botany, Zoology ;
or
- (ii) Should have obtained passes for Science and Agriculture with a Credit Pass for Agriculture, in the New Syllabus, at the G.C.E. (O/L) Examination ;
or
- (iii) Should have obtained a pass in one of the following subjects Agriculture, Chemistry, Botany and Zoology at the G.C.E. (A/L) Examination ;
or
- (iv) Should have obtained 'A' or 'B' pass in one of the above subjects. If it is at the N.C.G.E. Examination a letter from the Principal certifying the pre-vocational subject of the candidate is required ;
or
- (v) Should have obtained a training of not less than six months in a Government Farm related to Agriculture.

(e) *Home Science Course :*

- (i) Should have obtained a credit pass in Home Science or Needle work at G.C.E. (O/L) Examination or at the Senior Certificate Examination ;
or
- (ii) Should have obtained a pass in Home Science at the G.C.E. (A/L) Examination ;
or
- (iii) Should have obtained 'A' or 'B' pass in the above subjects. If it is at the N.C.G.E. Examination a letter from the Principal certifying the pre-vocational subject of the candidate is required ;
or
- (iv) Should have obtained a Certificate after studying Home Science at a Government Technical College for a period of not less than one year.

(f) *English Course :*

- (i) Should have an appointment as an English Teacher ;
or
- (ii) Should be a teacher in service with 1st, 2nd or 3rd Class English Teachers' Certificate ;
and
- (iii) Should have obtained a Credit Pass for English Language or English Literature at the G.C.E. (O/L)/ London (O/L) Examination or at the Senior Certificate Examination ;
or
- (iv) Should have passed of English as a subject at a Higher Examination.