

N.B.— Part IV(A) of the *Gazette* No. 1,803 of 22.03.2013 was not published.

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## The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,804 - 2013 මාර්තු 28 වැනි බ්‍රහස්පතින්දා - 2013.03.28  
No. 1,804 – THURSDAY, MARCH 28, 2013

(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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- Note* .— (i) Laksman Wasantha Perera Community Development Foundation (Incorporation) Bill is published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of November, 16, 2012.
- (ii) Global Humanitarian Foundation (Incorporation) Bill is published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of November, 30, 2012.
- (iii) United Muslim Uammah (Incorporation) Bill is published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of December, 28, 2012.

#### 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 19th April, 2013 should reach Government Press on or before 12.00 noon on 05th April, 2013.

P. H. L. V. DE SILVA,  
Acting Government Printer.

Department of Govt. Printing,  
Colombo 08,  
01st January, 2013.

*This Gazette can be downloaded from [www.documents.gov.lk](http://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.

## Posts – Vacant

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Marriages, Births and Deaths

##### KANDY DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 03rd May, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
12th March, 2013

##### SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Kandy	Poojapitiya	Post of Birth and Death Registrar of Pallegampaha North Division and Post of Marriage Registrar of Harispattuwa (Kandyan/General)	District Secretary/Additional Registrar General, District Secretariat, Kandy.

03-1106

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Marriages, Births and Deaths

##### KEGALLE DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 28th April, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
12th March, 2013

#### SCHEDULE

<i>District</i>	<i>Divisional Secretary's Division</i>	<i>Division and Post for which Applications are called</i>	<i>Address to which Applications must be sent</i>
Kegalle	Mawanella	Post of Registrar of Births and Deaths for Mawanella Hospital Division	District Secretary/Additional Registrar General, District Secretariat, Kegalle.

03–1105

Revision

#### PUBLIC SERVICE COMMISSION

##### Promotion of Officers in Class I of Sri Lanka Administrative Service to Special Grade

THE Public Service Commission has ordered the following revision to the Gazette notification regarding promotion to Special Grade of Sri Lanka Administrative Service which has been published in the Gazette of the Democratic Socialist Republic of Sri Lanka of No. 1,797 dated 08.02.2013.

“To revise the dates of fulfilling the qualifications as 01.07.2011 and 01.01.2012.”

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

03–1062

**MINISTRY OF SOCIAL SERVICES**

**National Institute of Social Development**

**CALLING OF APPLICATION TO FILL THE VACANCIES**

**01. POST.– Director (Administration and Finance).**

- (i) *Age.*– Shall be not less than 25 years of age and not more than 50 years of age (However, maximum age limit shall not be applicable to the candidates serving in government, Provincial Public Service or Statutory Boards of the government).
- (ii) (a) *Educational qualifications.*– Basic degree in Administration or Management from a University recognized by the University Grants Commission with Post Graduate Degree in Administration or Management.
- (b) *Experience.*– Minimum experience of 15 years in Administration and Finance at managerial level, in Public Service, Statutory Board or reputed Public Institution.
- (iii) *Salary.*– HM 1-3-2006- Rs. 41,745 - 15x1,100 - Rs. 58,245 (monthly).

**02. Post.– Director (Training) :**

- (i) *Age.*– Shall be not less than 25 years of age and not more than 50 years of age (However, maximum age limit shall not be applicable to the candidates serving in government, Provincial Public Service or Statutory Boards of the government).
- (ii) (a) *Educational qualifications.*– Basic degree in Social Sciences from a university recognized by the University Grants Commission with Post Graduate Degree in Social Sciences.
- (b) *Experience.*– Minimum experience of 15 years in Social Work. Training Managemnet, in Public Service, Government Institution or Public Institution recognized by the government.
- (iii) *Salary.*– HM 1-3-2006- Rs. 41,745 - 15x1,100 - Rs. 58,245 (monthly).

**03. Post.– Director (Social Development Policies, Research and Publications) :**

- (i) *Age.*– Shall be not less than 25 years of age and not more than 50 years of age (However, maximum age limit shall not be applicable to the candidates serving in government, Provincial Public Service or Statutory Boards of the government).
- (ii) (a) *Educational qualifications.*– Basic degree in Social Sciences from a university recognized by the University Grants Commission with Post Graduate Degree in Social Sciences with a Research.

(b) *Experience.*– Minimum experience of 15 years in Social Work. Research Managemnet, in Public Service, Government Institution or Public Institution recognized by the government.

(iii) *Salary.*– HM 1-3-2006- Rs. 41,745 - 15x1,100 - Rs. 58,245 (monthly).

**04. Post.– Registrar II :**

- (i) *Age.*– Shall be not less than 22 years of age and not more than 45 years (the maximum age limit shall not be applicable to the candidates who are already serving in Public Service, Provincial Public Service or statutory Boards of the government).
- (ii) (a) *Educational qualifications.*– A general degree obtained from a university recognized by the University Grants Commission.
- (b) *Experience.*– Minimum of five (05) years on academic and administrative functions of a government institution or recognized higher educational institute.
- (iii) *Salary.*– MM 1-1-2006- Rs.25,640 -3x665 -7x735 -15x925 - Rs. 46,655 (monthly).

**05. Post.– Assistant Librarian II :**

- (i) *Age.*– Shall be not less than 22 years and not more than 45 years (The maximum age limit shall not be applicable to the candidates who are already serving in Public Service or Statutory Boards of the government).
- (ii) (a) *Educational qualifications.*– Shall have obtained a first degree from a university recognized by the University Grants Commission.
- (b) *Experience.*– Experience of three years as a librarian of a library at higher education institute recognized by the government.
- (iii) *Salary.*– JM 1-1-2006A- Rs. 20,525 -10x365 -18x550 - Rs. 34,075 (monthly).

**06. Post.– Senior Lecturer :**

- (i) *Age.*– Shall be not less than 22 years and not more than 45 years of age (However, maximum age limit shall not be applicable to the candidates serving in government, Provincial Public Service or statutory boards of the government).
- (ii) (a) *Educational qualifications.*– Possession of a Bachelor's Degree in Social Sciences from a university recognized by the University Grant Commission with a PHD on Social Work.

(b) *Experience.*— Not less than 10 years experience in social work and teaching at a government higher education institution or an institution recognized by the government.

(iii) *Salary.*— AR-2-2006A  
Rs. 34,550 -10x925 - Rs. 43,880 (monthly).

07. *Post.— Senior Training Officer :*

(i) *Age.*— Shall be not less than 22 years of age and not more than 45 years of age (however, maximum age limit shall not be applicable to the candidates serving in Government, Provincial Public Service or Statutory Boards of the Government).

(ii) (a) *Educational Qualifications.*— Possession of a Bachelor's Degree in Social Sciences from a University recognized by the University Grants Commission with a PHD on Social Sciences.

(b) *Experience.*— Not less than 10 years experience at a government higher education institution or an institution recognized by the government in sectors of training social work.

(iii) *Salary.*— AR- 2-2006A  
Rs. 34,550- 10x925 - Rs. 43,880 (monthly).

08. *Post.— Senior Research Officer :*

(i) *Age.*— Shall be not less than 22 years of age and not more than 45 years of age (however, maximum age limit shall not be applicable to the candidates serving in Government, Provincial Public Service or Statutory Boards of the Government).

(ii) (a) *Educational Qualifications.*— Possession of a Bachelor's Degree in Social Sciences from a University recognized by the University Grants Commission with a PHD on Social Sciences.

(b) *Experience.*— Not less than 10 years experience at a government institution or an institution recognized by the government in the research sectors of social works.

(iii) *Salary.*— AR- 2-2006A  
Rs. 34,550 -10x925 - Rs. 43,880 (monthly).

09. *Post.— Lecturer II :*

(i) *Age.*— Shall be not less than 22 years of age and not more than 45 years of age (however, maximum age limit shall not be applicable to the candidates serving in government, statutory boards or at this institution).

(ii) (a) *Educational Qualifications.*— Possession of a Bachelor's Degree on Social Work with a first or second class (Upper Division) from a university/higher educational

institution recognized by the University Grants Commission ;

or

(b) Possession of a First Degree on Social Sciences with a Post Graduate Degree on Social Work from a university/ higher educational institution recognized by the University Grants Commission.

(iii) *Salary.*— AR-1-2006A  
Rs. 24,725 -5x550 -5x645 - 15x770 - Rs. 42,250 (monthly).

10. *Post.— Training Officer II :*

(i) *Age.*— Shall be not less than 22 years of age and not more than 45 years of age (however, maximum age limit shall not be applicable to the candidates serving in government, statutory boards or at this institution).

(ii) (a) *Educational Qualifications.*— Possession of a Bachelor's Degree in Social Science with a first or second class (Upper Division) from a university/higher educational institution recognized by the University Grants Commission ;

or

(b) Possession of a First Degree on Social Sciences with a Post Graduate Degree from a university/higher educational institution recognized by the University Grants Commission ;

and

Experience of at least one year at a government higher education/training institution on Social Development and Welfare, relating to the fields such as planning of training programmes, implementing and evaluation.

(iii) *Salary.*— AR-1-2006A  
Rs. 24,725 -5x550 -5x645 -15x 770 - Rs. 42,250 (monthly).

11. *Post.— Research Officer II :*

(i) *Age.*— Shall be not less than 22 years of age and not more than 45 years of age (however, maximum age limit shall not be applicable to the candidates serving in government, statutory boards or at this institution).

(ii) (a) *Educational Qualifications.*— Possession of a Degree with a thesis and a pass of first or second class (Upper Division) on Social Sciences from a university/higher educational institution recognized by the University Grants Commission ;

or

(b) Possession of a First Degree on Social Sciences with a Post Graduate Degree from a university/higher educational institution recognized by the University Grants Commission ;

or

(c) Experience of 03 years as a Research Assistant at a government or statutory institution or private institution with a degree from a university/higher educational institution recognized by the University Grants Commission.

(iii) *Salary.*—AR-1-2006A  
Rs. 24,725 -5x550 -5x645 - 15x770 - Rs. 42,250 (monthly).

not below the level of National Vocational Qualification (NVQ) level five (05) which is prescribed by the Tertiary Education Commission in relation to the functions of each post and obtained a certificate.

12. *Post.—Research Assistant III :*

(i) *Age.*— Shall be not less than 22 years of age and not more than 45 years of age (the maximum age limit shall not be applicable to the candidates who are already serving in public service or statutory boards of the government).

(iii) *Salary.*— MA 2-2-2006A  
Rs. 14,610-10x145 -7x170 -4x290 -20x345- Rs. 25,310 (monthly).

(ii) (a) *Educational Qualifications.*—A degree in Social Science with Research Subjects, from a university recognized by the University Grants Commission ;

and

Minimum experience of one year on Research Activities, at Government Institution or at recognized institution.

*Terms of engagement of above posts :*

1. Permanent post ;
2. Contribution in accordance with the percentages approved by the government shall be payable towards the Employees Provident Fund ;
3. Post is subject to probationary period of 03 years.

(iii) *Salary.*— MA 3-2006A  
Rs. 15,600 -10x215 -4x240 -15x320 -7x360 - Rs. 26,030 (monthly).

*Note.*— These vacancies are existing at the main office situated at Nawala, Rajagiriya. We have no branches. Selected applicants have to report to duty at the main office.

13. *Post.—Translator III :*

(i) *Age.*— Shall be not less than 22 years of age and not more than 45 years (this age limit shall not be effective on those who are employed in Government, Provincial Public Service or Statutory Boards).

*Conditions of Service.*— Appointment is subject to the provisions of the National Institute of Social Development Act, No. 41 of 1992 and to rules and regulations as may be made by the government from time to time.

(ii) (a) *Educational Qualifications.*— Degree obtained in Sinhala/Tamil medium from a University recognized by University Grants Commission and a Credit pass for Sinhala/Tamil Language and Literature at G. C. E. A/L and skills in Sinhala/Tamil Translation.

Applications with complete bio-data of the applicants should be sent to the address below to reach the address on or before 19.04.2013 by Registered Post. The post applied for should be noted on the top left-hand corner of the envelope. Incomplete, indistinct or late applications will be rejected. Officers in Public Service should send their applications through their Heads of Department/Institution.

(b) *Experience.*— 02 years experience as a translator at a government institution or institution recognized by the government.

RIDDLEY JAYASINGHE,  
Director General,

National Institute of Social Development.

(iii) *Salary.*— MA 4-2006A  
Rs. 18,230-10x365 -15x450 -5x550 - Rs. 31,380 (monthly).

National Institute of Social Development,  
No. 488A, Nawala Road, Rajagiriya,  
15th March, 2013.

14. *Post.—Audio Visual Technician III :*

03-1180

(i) *Age.*— Shall be not less than 22 years of age and not more than 45 years of age (this age limit shall not be effective on those who are employed in Government, Provincial Public Service or Statutory Boards).

(ii) *Educational Qualifications :*

(a) Shall have passed G. C. E. (Ordinary Level) with six (06) subjects with credit passes for Sinhala, Mathematics and two other subjects in one sitting.

(b) Shall have passed G. C. E. (Advanced Level) in Science stream with all subjects (except General Test) and have obtained the level required to follow a tertiary education course.

*Technological Skills/Proficiencies.*— Shall have successfully completed an audio visual technical course

**MINISTRY OF CHILD DEVELOPMENT AND  
WOMEN'S AFFAIRS**

**Open Recruitment for the Post of Assistant Warden in the  
Department of Child Probation and Child Care Services**

APPLICATIONS are invited to fill the vacancy in the Post of Assistant Warden in the Department of Probation and Child Care Services.

*01. General Qualifications :*

- (a) The applicant should be female citizen of Sri Lanka.
- (b) She should be of good character.

02. (i) *Educational Qualifications.*— The applicant should have passed not less than six (06) subjects at the General Certificate of Educational Examination (Ordinary Level) in one sitting with at least four credit passes including Sinhala/Tamil/English and Mathematics ;

and

Should have passed at least one (01) subject at the General Certificate of Educational Examination (Advanced Level).

- (ii) *Professional Qualifications.*— The applicant should have followed a course on child protection and counselling (not less than 3 months) at the National Institute of Social Development or at an institute approved by the Government.
- (iii) *Experience.*— Practical training not less than 03 months in Child, Youth Social Welfare Work at a government or at an institute approved by the government.

03. *Age Limit.*— The applicant should not be less than 18 years and not more than 30 years of age, on the closing date of applications. (The upper age limit will not be applicable to those already in Public Service).

04. *Salary Scale.*—

Salary Bracket –MN-1-2006A (As per the P. A. Circular No. 06/2006(iv))

Salary Scale—Rs. 13,120 -10x145-11x170 -10x240- 10x320 - Rs. 22,040.

05. *Conditions of Service :*

- (a) The post is permanent and pensionable. The selected applicant should contribute to the Widow's/Widower's and Orphans' Pension Scheme.
- (b) The provisions of the Constitution of the Democratic Socialist Republic of Sri Lanka and Public Service Commission No. 1,589/30 as well as the general conditions in the procedural regulations published in the *Gazette Extra-ordinary* dated 20.02.2009 are applicable to the selected applicants. She will also be subject to the provisions of the Establishment Code, Financial Regulations and Departmental Orders already issued or that may be issued hereafter by the government.
- (c) The selected applicants should be physically and mentally fit to serve in any part of the Island. She should pass a government medical test to be held for this purpose.
- (d) The selected applicant will be subject to a probation period of three (03) years from the date of appointment to the post.
- (e) Every officer recruited not in the medium of official language, should obtain proficiency in the official language, during the probation period. In terms of Public Administration Circular 07/2007, the selected candidate should also obtain language proficiency level II, within 5

years from the date of appointment to this post. Failure to obtain language proficiency within the prescribed period will result in the suspension of salary increment of the officer.

06. *Method of Recruitment.*— The recruitment to the post will be from among applicants who have secured the pass marks (40%) at the structured interview, as per the skills list and the number of vacancies.

*Exception :*

- (a) Only candidates, with basic qualifications as indicated in the application who will secure the highest marks at the structured interview, will be called up for the interview. The number of such qualified applicants to be called for the interview will be only five times the number of vacancies.

*Heads under which marks will be given at the interview :*

- (i) Additional Educational Qualification - Maximum Marks 30  
Diploma Certificate on Social Work (one year) obtained from the National Institute of Social Development or any other institute approved by the Government or equivalent certificates. (10 marks for each)
- (ii) Courses on Child Protection (More than 05 months) - Maximum Marks 25  
(05 marks for each course)
- (iii) Training Certificates (More than 03 months) - Maximum Marks 20  
The certificates should be relevant to Child, Youth Social Welfare Work  
(02 marks for each month)
- (iv) Certificates on Computer Training (More than 06 months) - Maximum Marks 12
- (v) Certificates on Knowledge in English Language - Maximum Marks 08  
G. C. E. (O/L) Pass - 05 marks  
Training Course (More than 06 months) - 03 marks  
(At an institute approved by the government)
- (vi) Marks to be given by the Interview Board for leadership attitude, personality and communication skills - Maximum Marks 05

07. *Method of Applying :*

- (a) Applications prepared in A4 size paper, using both sides, according to the specimen form given in the notification should be sent by registered post, addressed to Commissioner of Department of Probation and Child Care Services, No. 69, S. de S. Jayasinghe Mawatha, Kohuwala, Nugegoda to reach her before 19.04.2013.



(b) Those who are in Public Service at present should forward their applications through the Heads of their respective Departments. "Application for the Post of Assistant Warden - 2013" should be written on the top left hand corner of the envelope enclosing the application. To confirm relevant educational and professional qualifications, photocopies of certificates, certified by the applicant should be submitted with the application.

(c) Applications not duly filled in every respect, without basic qualifications and applications received after the closing date will be rejected. The receipt or the rejection of the application will be not informed.

08. *Submission of false information.* - If it reveals any time before the appointment is given that the applicant is not eligible for the post, the candidature will be cancelled. If it reveals after the appointment is made that false information has been given or correct information has been concealed purposely by the applicant, the appointee will be dismissed from service.

09. The decision of the Commissioner, Probation and Child Care Services will be final on issues pertaining to matters in the notification calling for applications or any matters not revealed by this notification.

M. YAMUNA PERERA,  
Commissioner,  
Probation and Child Care Services.

Department of Probation and Child Care Services,  
No. 69, S. De S. Jayasinghe Mawatha,  
Kohuwala, Nugegoda.

### SPECIMEN APPLICATION FORM

APPLICATION FOR THE POST OF ASSISTANT WARDEN IN THE DEPARTMENT  
OF PROBATION AND CHILD CARE SERVICES

01. (a) Applicant's name with initials : \_\_\_\_\_.  
(In Sinhala/Tamil)  
Applicant's name with initials : \_\_\_\_\_.  
(In English block capital letters)

(b) Full name : \_\_\_\_\_.  
(In Sinhala/Tamil)  
Full name (in English block capital letters) : \_\_\_\_\_.

02. Permanent address : \_\_\_\_\_.

03. Present Address : \_\_\_\_\_.

04. National Identity Card No. :

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05. Male/Female : \_\_\_\_\_.

06. Date of birth :

Year : \_\_\_\_\_, Month : \_\_\_\_\_, Date : \_\_\_\_\_.

07. Nationality : \_\_\_\_\_.

08. Civil status : \_\_\_\_\_.

09. Educational qualifications :

G. C. E. (O/L) : \_\_\_\_\_ Year : \_\_\_\_\_.

Subject	Pass	Subject	Pass

G. C. E. (A/L) : \_\_\_\_\_ Year : \_\_\_\_\_.

Subject	Pass	Subject	Pass

10. Professional qualifications : \_\_\_\_\_.

11. Experience : \_\_\_\_\_.

12. Additional educational qualifications :

(i) Diploma courses on social work : \_\_\_\_\_.

(ii) Courses followed on Child Protection : \_\_\_\_\_.

(iii) Training courses on child, youth social welfare work : \_\_\_\_\_.

(iv) Computer Training : \_\_\_\_\_.

(v) Courses followed on English Language : \_\_\_\_\_.

13. Any other professional experience if any :

I ..... do hereby declare that the particulars furnished above are true and accurate. I am also aware that I have never been dismissed from the Public Service or sent on retirement been treated as a person who had vacated a post in the Public Service. I am also aware that if any particulars contained herein are found to be false or incorrect, I am liable to be disqualified before selection or to be dismissed without payment of compensation, if such detection is made after appointment.

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

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

*Certificate of the Head of the Department for those applicants in the Public Services :*

I certify that Mr./Mrs./Miss ..... works at present in this Ministry/Department as a ..... on a permanent/temporary/casual basis and I can/cannot release him/her if selected for appointment for this post.

\_\_\_\_\_,  
Signature of the Head of the Department.

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

Name : \_\_\_\_\_.

Designation : \_\_\_\_\_.

Official Stamp : \_\_\_\_\_.

03-1198