

## Posts – Vacant

### SRI LANKA POLICE

#### Post of Women Police Constable

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Recruit Women Police Constable in the Sri Lanka Police.

2. Application forms duly perfected in accordance with the specimen form given below should be sent to “Director/ Recruitment, Recruiting Office, No. 375, Sambuddathwa Jayanthi Mawatha, Colombo 06”. The application should be sent by Registered Post to the above mentioned address to reach on or before 02.05.2017 and the applied post should be marked on the top left hand corner of the envelope enclosing the application. Delayed applications will be rejected and no application will be issued by the Sri Lanka Police.

3. *Salary Scale.*— Rs. 354,480 - 7 x 3,600 - 27 x 4,440 - Rs. 499,560.00

Salary will be paid from 01.01.2016 to 01.01.2020 as per the Public Administration Circular 3-2016 Schedule II and the above mentioned Salary Scale will be effect from 01.01.2020.

Further, these officers are entitled for the allowances granted in accordance with the IG Police Circular No. 2416/2013, dated 07.01.2013. In addition to the above Salary Scale, they will be paid following allowances :

	<i>Rs. cts.</i>
(a) Cost of living allowance	7,800.00
(b) As per the P. A. Circular 03/2016, it is granted 40% of the allowance for the relevant rank	5,712.00
(c) Arduous duty allowance	2,000.00
(d) Uniform cleaning allowance	250.00
(e) Combined allowance (350x30 areas where special incentives allowance are paid)	10,500.00
(f) Combined allowance (350x24 areas where special incentives allowance are not paid)	8,400.00

In addition to the above said allowances :

- (a) Free transport facilities.
- (b) Free Medical facilities to officers (Financial assistance can be obtained for medical treatment even in a Foreign Country.).

(c) All uniforms will be provided free of charge.

(d) Facilities to improve skills and talents in sports.

(e) Travelling expenses are provided to undertake duties and money will be granted as rewards for outstanding and arduous duties.

#### 04. *Basic Qualifications :*

(a) *Age Limits.*— The age should be between 18 and 30 years as at closing date of the applications as per the *Gazette* Notification.

(b) *Educational Qualifications :*

Should have passed 06 subjects including Mathematics and Medium Language in not more than two attempts at the G. C. E. (O/L) Examination. Applicants who are qualified within two attempts should have passed at least 05 subjects (including both Mathematics and Medium Language or at least one, at the first attempt).

**Note 01.**— According to the classification of subjects of the Department of Examinations, in calculating the number of subjects passed at G. C. E. (O/L) both passes in science subjects number 41, 44 will be treated as one subject and both passes in Mathematics Number 42 and 45 will be treated as one subject.

**Note 02.**— Failure in the technical subjects at written test of G. C. E. (O/L) Examination will be considered as failure in the same subject although a pass has been obtained for the same subject in the practical test.

**Note 03.**— Since optional subjects of Tamil, English and Sinhala have not been included in the stream of G. C. E. (O/L), passes in any of these subjects will not be computed as a pass in the G. C. E. (O/L) Examination.

(c) *Physical Requirements :*

\* Height 05 feet 02 inches (minimum).

---

*Note.*— Applicants who are slightly short of the physical requirements, but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have skills in sports or have achieved best performance in sports at National level or they have earned reputation for Sri Lanka by participating in an international competition.

(d) *Visual Requirement.*— Vision should not be less than 6/12 in each eye. If the vision is 6/6 in one eye and 6/18 in the other eye, will be also accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible for being selected for the service.

(e) *Other Qualifications.*— Applicants should be unmarried (Divorcee will be considered as unsuitable).

5. *Method of Recruitment.*— Selected applicants will have to pass in the Basic Qualification Test conducted by the Sri Lanka Police. Only those who have passed this test can participate in the physical fitness test and should pass that test.

\* *Physical Fitness Test :*

\* 1,000 meters running - 05 minutes 14 seconds.

\* Those who are successful in the physical fitness or endurance test will be called for final interview. Only those who score 40% or more will be called for the written test.

The written test consists of two question papers :

\* An essay paper, not less than 500 words within 45 minutes.

\* General knowledge and Intelligence test paper - 1 hour.

6. *Medical Examination.*— Applicant must pass the medical test before obtaining his appointment. Medical test is an only one part of the recruitment process. Selection will be made among the applicants who pass the medical test as per the number of existing vacancies and the position in the list pertaining to the merits and skill. Those who fail the medical test will be rejected.

7. *Background Inquiries :*

(a) Applicant's close relations and friends will be inquired, on the conduct of the applicant.

Applicants with bad conduct will not be recruited ;

(b) Providing false information or conceal information will make the applicant ineligible. If the false information is elicited after the appointment, the applicants will be dismissed from the service.

8. *Implementation of Official Language Policy :*

\* As per the Public Administration Circular No. 07/2007 dated 28.04.2007 issued by the Ministry of Public Administration and Home Affairs, all officers recruited to the Public/ Provincial Service with effect from 01.07.2007 should acquire proficiency in the other official language within a period of 05 years in addition to the official language through which they entered to the service.

\* Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007 should pass the language test of secondary level conducted by the Official Language Department.

\* The salary increments of those who fail to pass the second official language within 5 years from the date of appointment will be deferred until a pass is obtained.

09. *Terms of Engagement.*— This post is permanent and pensionable. You are liable to contribute to the Widows'/ Widowers'/ and Orphans' Pension Scheme.

10. *Conditions of Service :*

(a) This appointment is subject to a three years recruit period ;

(b) The recruited officers will be required to comply with any rules already made or may hereafter be made to give effect to the language policy;

(c) They will be subjected to the relevant provisions of the Establishment Code Volume I and II, Financial Regulations, Departmental Orders, and any other orders that may be issued by the Inspector General of Police or by the Government from time to time;

(d) Prior to their confirmation, every officer will be required to pass the prescribed Examinations

---

conducted by the Sri Lanka Police. Those who fail to pass the prescribed examinations or found to be unfit for Police duties will be liable for removal from the Police Service ;

(e) Permission will not be granted to marry prior to being confirmed in the said rank without the permission of the Inspector General of Police. However in terms of P. G. II No. 41 dated 28.02.1973 and I. G's Circular No. 1952/2006 of 19.10.2006 and circular (amended) dated 09.08.2007, it is possible to marry showing special reasons and with permission of Inspector General of Police ;

(f) Applicants on being appointed and after the training should serve as recruit period of 03 years in the Sri Lanka Police and if they wish to resign from the service before their recruit is over, they should sign an agreement of consent to the effect that they are willing to pay at the time of tendering their resignation any amount which was incurred on the training and uniforms etc., together with any other prescribed payments. Director of Police Training College will decide it having calculated dues from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishments Code, 1985 ;

(g) Immediately after Recruit Women Police Constables have commenced their training at the Police Training College, they should subscribe affirmation/oath to the effect that they comply with the Police Code of conduct in terms of the I. G. P's Circular No. 1693/2004 ;

(h) Immediately after Recruit Women Police Constables have commencement their training at the Police College, they should subscribe the Oath of allegiance to the public service in terms of the IGP's Circular No. 1804/2004 ;

(i) Recruit Women Police Constables who have been confirmed in the post will have opportunities for promotions in terms of the approved scheme of promotions of the Sri Lanka Police.

11. (a) Attention is invited to the general conditions applicable to appointment to the posts in the Public Service published in the Section (11A) of the Part I of this *Gazette* ;

(b) Enlistment will be made in terms of Public Administration Circular, No. 15/90 dated 10.03.1990.

12. Applications should annex copies of the following documents to their application (originals must not be forwarded) :

- (i) Birth Certificate ;
- (ii) Two recent testimonials of Character (obtained from persons who are not related) ;
- (iii) Certificates substantiating educational qualifications ;
- (iv) Certificates substantiating any outstanding sports or other extra curricular activities ;
- (v) A photocopy of certificates of services (if available) ;
- (vi) A photocopy of the Identity Card.

13.(a) Applicants who are already in the Public Service must forwarded their applications through the Heads of their respective institutions and they must be accompanied with a certificate stating that the officer can be released, if selected. The applicants who are not adhere to the above, their applications will be rejected.

(b) Applicants must fill the required particulars in their own hand writing on a paper of 11" x 8" in size and post them together with the copies of certificates called for to the address given in paragraph 2 and under no circumstances should applications be handed over personally to any officer in Sri Lanka Police.

14. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

**Note.**— No travelling or other expenses will be paid by the Sri Lanka Police to applicants who are summoned for the test and interview.

PUJITH JAYASUNDARA,  
Inspector General of Police.

10th March, 2017,  
Police Headquarters,  
Colombo 01.

SRI LANKA POLICE



(For office use)  
size 2"x2 1/2"

POST OF RECRUIT WOMEN POLICE CONSTABLE

SPECIMEN APPLICATION FORM

01. (a) Name in full (in block letters) :\_\_\_\_\_.  
(As stated in the applicant's birth certificate)  
(b) Name with initials :\_\_\_\_\_.  
(c) Post applied for :\_\_\_\_\_.

02. National Identity Card No. :\_\_\_\_\_.  
(Copy of the NIC should be attached)

03. Father's name in full :\_\_\_\_\_.

04. Place of birth of the applicant :\_\_\_\_\_.  
Divisional Secretariat to which the place of birth  
belongs :\_\_\_\_\_.  
Province :\_\_\_\_\_.

05. (a) Present address :\_\_\_\_\_.  
(b) Police Station to which the present address belongs  
:\_\_\_\_\_.  
(c) Permanent Address :\_\_\_\_\_.  
(d) Police Station to which the permanent address  
belongs :\_\_\_\_\_.  
(e) Mailing Address :\_\_\_\_\_.  
(f) Grama Niladari's Division to which permanent  
address belongs :\_\_\_\_\_.  
Divisional Secretariat :\_\_\_\_\_.  
(g) Telephone No. (Residence) :\_\_\_\_\_.  
Mobile No. :\_\_\_\_\_.

06. (a) Nationality :\_\_\_\_\_.  
(b) Whether you are a Sri Lankan citizen by birth or  
registration :\_\_\_\_\_.  
(If by registration attach a copy of that certificate)  
(c) If you are citizen by birth state the place of birth :—  
(i) Applicant :\_\_\_\_\_.  
(ii) Applicant's father :\_\_\_\_\_.  
(iii) Applicant's paternal grandfather :\_\_\_\_\_.  
(iv) Applicant's paternal great grand father :\_\_\_\_\_.

07. Date of Birth :\_\_\_\_\_.  
(Copy of the birth certificate should be attached)  
Age :\_\_\_\_\_.  
(as at the closing date of applications as per the *Gazette*  
Notification) :  
Years :\_\_\_\_\_, Months :\_\_\_\_\_, Days :\_\_\_\_\_.

08. Height : Feet :\_\_\_\_\_. Inches :\_\_\_\_\_.

09. Educational qualifications (mention the examinations  
passed and the copies of the certificates should be  
attached) :\_\_\_\_\_.

10. Additional qualifications (Copies of the certificates  
should be attached) :\_\_\_\_\_.

11. Civil status :\_\_\_\_\_.

12. (i) Present employment :\_\_\_\_\_.  
(ii) Are you a member of any armed force ? :\_\_\_\_\_.

13. Do you have special skills and/or qualifications :\_\_\_\_\_.

14. Give names and addresses of two non-related referees  
to inquire about the applicant :  
(i) \_\_\_\_\_.  
(ii) \_\_\_\_\_.

15. Have you served in the Sri Lanka Police Service  
before ? (If so, what are the reasons for leaving the  
service ? give details) :\_\_\_\_\_.

16. (a) Are you serving in any armed service ? (If so  
your application must be forwarded through the  
respective Service Commander) :\_\_\_\_\_.

- (b) Have you served in an armed service ? (If so  
attach a copy of your discharge certificate) :  
\_\_\_\_\_.

17. (a) Are you serving in a Volunteer Armed Service ?  
(If so, your application must be forwarded  
through the respective Service Commander) :  
\_\_\_\_\_.

- (b) Have you served in Volunteer Armed service ?  
:\_\_\_\_\_.  
(If so attach a copy of your discharge certificate)

18. Have you been arrested on suspicion of having  
committed an offence ? Have you been, convicted or  
brought before the court or punished (If so give details)  
:\_\_\_\_\_.

19. Has any of your relation been arrested on suspicion of  
having committed an offence or convicted or brought  
before the court or punished (If so give details) :  
\_\_\_\_\_.

I hereby declare that the above particulars are true  
and correct to the best of my knowledge and belief. If the

---

particulars furnished are found to be incorrect or false, I am aware that I am liable for immediate termination of my service in the Sri Lanka Police at any time even though I have been appointed to the post.

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

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

20. Certification of the Head of the Institution (If applicable) :

This is to certify that the applicant Mr./Miss .....  
is serving in ..... the Department Corporation/  
Board and if he is selected for the above post, he could be  
released from service.

\_\_\_\_\_,  
Signature of the Head of the Institution  
with the Designation seal.

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

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