



BIYAGAMA PRADESHIYA SABHA

Filling Vacancies in the Western Provincial Public Service

APPLICATIONS are called from the qualified permanent residents in the Western Province for filling following vacancies in the Biyagama Pradeshiya Sabha.

Serial No.	Designation	No. of Vacancies	Salary Scale	Educational Qualifications		Vocational Qualifications and Experience	
				Internal (limited)	External (open)	Internal (limited)	External (open)
	Health Supervisor Grade III (Management Assistant Non-technical, 2nd group)	02	MN 1-2016 Rs. 27,140 -10x300 -11x350 - 10x495 - 10x660 - Rs. 45,540 (as per PA circular 03/2016)	Passing six (06) subjects including credit passes for Sinhala language and Maths in General Certificate of Education (O/L) examination at two sittings (out of this five subjects to be passed at one sitting)	Passing six (06) subjects including credit passes for Sinhala/Tamil/English language, maths and two subjects at one sitting in General Certificates of Education (O/L) Examination. And Passing at least one subject in General Certificates of Education (Advanced Level) Examination (except General test)	Experience : (i) Should be employed with five (5) years permanent service period in salary Code of PL 1 and PL 2. Period of service to be confirmed by HOD.	Not relevant

02. Scheme of Recruitment :

- Vacancies will be filled by calling open applications in case failing to fill vacancies from limited applicants.
- At limited recruitment, you have to appear for written examination related to following subjects and double the number of vacancies would be called from passers who secure the highest marks at the structured interview. Those who secure the highest marks from these tests would be recruited.

Syllabus of written examination related to limited recruitment :

Subjects	Maximum Marks	Pass Rate
General knowledge and IQ test	100	40%
A test to check knowledge related to area	100	40%

Syllabus of structured interview related to limited recruitment :

Main headings of offering marks	Maximum Marks	Minimum marks for considering selection
Service period additional to permanent service period	15	25
Acting or performing duties	10	
Checking knowledge related to subject	20	
Personality	05	

- At open recruitment, you have to appear for written examination related to following subjects and double the number of vacancies would be called from passers who secure the highest marks at the general interview :

Syllabus of written examination related to open recruitment :

<i>Subjects</i>	<i>Maximum Marks</i>	<i>Pass Rate</i>
General knowledge and IQ test	100	40%
General knowledge on current affairs	100	40%

03. *Age*.- Should be not less than 18 years and not over 45 years as at deadline of application. (this maximum age limit will not be applicable to those who are already on Public or Provincial Public Service).

04. *Any other Qualifications* :

- (i) Applicants must be Sri Lankan citizens either by decent or by registration.
- (ii) Should be physically sound and with high moral character.
- (iii) Applicant should be a permanent resident within the Western Province for three years by the date of calling application (residency to be proved by electoral name list or certificate issued by GS/Divisional Secretary).
- (iv) Should not be a person dismissed from the Public/Provincial Public Service and a pension recipient under the Public Administration Circular No. 44/90.
- (v) The applicants should not be convicted in any court of law under the Penal Code.
- (vi) Should be prepared to make a surety or insurance certificate as notified in case of arising need.

05. *General Conditions* :

- (a) Should be physically and mentally fit to perform duties and a sound personality.
- (b) These posts are permanent and pensionable. (with regard to pension scheme, you have to abide by policy decision to be taken by the Government).
- (c) Subjected to three year probation period.
- (d) Making permanent in service would be considered at the end of probation period.
- (e) Applicant should be passed efficient bar in advance 3 years from date of appointment.
- (f) Have to obliged with state language policy.
- (g) All qualifications required for recruiting to post have to be fulfilled in all respect by dead line of application calling.
- (h) Your appointment would be terminated without any notice even after recruitment if proved educational qualifications and other qualifications submitted by you false or unfounded.
- (i) In addition, you have to abide by provisions of Establishment Code, financial regulations, any other orders of the Hon. Governor of Western Provincial Council and orders and departmental orders imposed from time to time by the Western Public Service Commission.

06. *Applications*.- Self-prepared applications made as per specimen given in this Schedule to be sent under registered cover to reach "Secretary, Biyagama Pradeshiya Sabha, Delgoda" before 21.07.2017. Post for which application is moved to be mentioned on the left corner of the envelope. Belated applications or applications lost in post will not be responsible.

07. Only qualified applicants would be called for interview.

08. Copies of the following certificates to be attached along with applications and original certificates have to be produced at interview :

- (a) Birth certificate,
- (b) Educational certificates,
- (c) A photocopy of National Identity Card,

- (d) Residence confirming letter issued by Grama Niladari attested by Divisional Secretary,
- (e) Two testimonials (one from Grama Niladari of area of living),
- (f) Certificates indicating vocational experience and other qualifications,
- (g) Certification of HOD confirming your employment.

09. All powers for amending recruitment procedures and statues related to these positions in the Western Province, delaying recruitment, substituting procedures, changing, cancelling this notice lying with Secretary to Biyagama Pradeshiya Sabha.

WASANTHI WICKRAMARATNA,
Secretary and Officer of Executing Powers and
discharging duties of Biyagama Pradeshiya Sabha.

30th June, 2017.

SPECIMEN OF APPLICATION

BIYAGAMA PRADESHIYA SABHA

APPLICATION FOR THE POST OF

1. Applicant's name/(with initials) : _____.
Names denoted by initials : _____.
2. Postal address : _____.
3. Date of Birth : Year : _____, Month : _____, Date : _____.
4. Age as at deadline of application : Years : _____, Months : _____, Days : _____.
5. Civil status : _____.
6. Nationality : _____.
7. Are you Sri Lankan citizen ? By registration : _____, By decent : _____.
8. Educational Qualifications : _____.
9. Vocational Qualifications : _____.
10. Experience :

Establishment	Designation	Service Period
.....
11. In case you are already attached to the same Pradeshiya Sabha :
 - (i) Current position : _____.
 - (ii) Date of appointment : _____.
 - (iii) Type of appointment (whether Permanent/Casual/Secondary/Contract basis) : _____.

I do hereby certify that information stated by me in this application are true and correct. I am aware that I would be disqualified if any information contained herein found false or incorrect in advance to my selection to this post and would be dismissed from service without any compensation if proved incorrect even after the appointment.

_____,
Signature of Applicant.

Date : _____.