

NEGOMBO MUNICIPAL COUNCIL

Vacancies in Provincial Public Service of Western Province

APPLICATIONS are invited from permanent residents of the Western Province who have fulfilled the required qualifications to fill the below vacancy.

Applications should be prepared according to specimen application supplied here with and should be sent through registered post to reach me before 31.09.2017.

Applicants who are already on the Government/Local Government service should forward their applications through Department Heads.

Serial No.	Position	Number of Position	Grade	No. of Vacancies
01	Electrician (Motor)	01	III	PL-2-2016 (According to Public Administration Circular No. 03/2016) Rs. 25,250 - 10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,450 initial salary step of the salary scale is Rs. 25,250. Efficiency bar will be there prior to the 4th salary step.

Educational Qualifications.– Should have passed G C E (O/L) examination with 06 with two credit passes in not more than two sittings (should pass 5 subjects at one sitting).

Professional Qualifications.– Have obtained National Vocational qualification, minimum level 5 as recommended by Territory and Vocational Education Commission for the relevant post and experience in the relevant field for not less than 06 months. (Should prove through certificates)

Experience : Not relevant.

Physical Qualifications.– Every applicant should be physically and mentally fit enough to discharge the duties of the position and serve in the Western Province Local Government Service.

- Other :**
- (i) Should be a citizen of Sri Lanka,
 - (ii) Should be a person having permanent residency in the Western Province for consecutive 3 years immediately prior to the closing date of application.
 - (iii) Should be with a good character.
 - (iv) Should have complete all the qualifications stated under each post by the date mentioned in the notice of application/*Gazette*.

Age.– Minimum limit : Not less than 18 years for the closing date for applications.
Maximum age limit : Not more than 45 years.

Scheme of Recruitment.– Basic qualifications and physical fitness will be examined at the structured interview. Recruitments will be made according to the results obtained here.

Structured interview :

<i>Main titles for marks allocation</i>	<i>Maximum No. of marks</i>	<i>Minimum No. of marks required to be considered for selection</i>
Educational qualifications obtained other than the basic educational qualifications Other than the basic educational qualifications mentioned as 06 subjects with two credit passes for G. C. E. (O/L) examination, marks will be given for other passes for maximum number of two subjects according to the merit obtained. * Ordinary pass marks - 04 * Credit pass marks - 06 * Very good pass marks - 08 * Distinction pass marks - 10	20	50%
<i>General Knowledge.</i> – This includes questions to measure applicant’s knowledge of current affairs internationally and local level relevant to the fields of economic, social, education, science, culture, politics and sports	75	
<i>Personality.</i> – To examine how the applicant faces the interview and other requirements.	05	

Note.– Appointments to the vacancies will be made in accordance with the order of highest marks obtained at the structured interview.

Nature of the post.– Permanent and pensionable.

- * In accordance with the Public Administration Circular No. 01/2014 language proficiency should be achieved before 5 years of appointment.
- * Should contribute to the Widows and Orphans/Widowers and Orphans fund.

Conditions other than the common conditions mentioned in the Procedural Rules of the Western Province Public Service Commission.–

Applicants once appointed to the posts, should abide by the regulations in the establishment code, financial regulations of the Western Provincial Council, any other conditions imposed time to time by the Western Provincial Public Service Commission and the orders and the instructions issued by the heads of the departments of the relevant Local Government body.

Definitions other than the definitions mentioned in the procedural rules of the Western Province Public Service Commission :–

If any definition is available other than the Definitions mentioned in the Procedural Rules of the Western Province Public Service Commission that will be conducted after inquiring the Western Province Public Service Commission/ Honorable Governor of Western Province.

Municipal Commissioner,
Negombo.

APPLICATION

NEGOMBO MUNICIPAL COUNCIL

(For office use only)

1. Name with initials :_____.
2. Name in full :_____.

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3. Post applied for :_____.
 4. NIC No. :_____. Contact No. :_____.
 5. Permanent address :_____.
 6. Postal address :_____.
 7. District of the permanent residence :_____.
 8. Divisional Secretariat of the permanent residence :_____.
 9. Administrative division of Local Authorities of permanent residence :_____.
 10. Date of birth :_____.
 11. Age as at 31.09.2017 :_____.
 12. Educational Qualifications :_____.
(Photocopies should be attached)
 13. Professional Qualifications :_____.
(Photocopies should be attached for the post of driver)
 14. Other Qualifications :_____.
 15. Whether you have ever been found guilty of a criminal offence :_____.

I hereby state that the all the details furnished here are true and accurate according to my knowledge. Also I am fully aware that if any detail provided in here is found to be false before recruitment. I can be declared ineligible, and if found after appointment was made, I can be dismissed from the service.

_____,
Signature of the applicant.

Date :_____.

Certification of the Department Head for the applicants who are already in the Government service :

This applicant Mr./Mrs./Ms. _____ is serving in this department/Institute as _____.
He/She can/cannot be released for this post. I certify that he/she has not been subjected to any disciplinary punishment (except advise) and the application is recommended/not recommended.

_____,
Signature of the Department/Institute Head.

Name :_____.
Post :_____.
Date :_____.