

## PROVINCIAL COUNCIL PUBLIC SERVICE (NWP)

### Open Competitive Examination for the Recruitment to the Posts of Technical Officer (Civil/ Electrical)/ Draughtsman of the Sri Lanka Technological Service of the North Western Provincial Council Public Service – 2017

APPLICATIONS are invited from the Males and Females who are permanent residents of the North Western Province to be recruited to fill the vacancies of below mentioned posts of Technical Officer (Civil/Electrical)/Draughtsman of the Sri Lanka Technological Service of the North Western Provincial Council Public Service.

<i>Symbolic No.</i>	<i>Name of the Post</i>
01	Technical Officer (Civil/Electrical) – Grade III
02	Technical Officer (Civil/Electrical) – 01 Year Trainee Grade
03	Technical Officer (Civil/Electrical) – 02 Years Trainee Grade
04	Draughtsman – 01 Year Trainee Grade

It is hereby announced that the above examination will be conducted by the Provincial Public Service Commission of the North Western Provincial Council in November 2017 at an examination center established in the city of Kurunegala. The Provincial Public Service Commission of the North Western Provincial Council reserves the right to postpone or to cancel the examination.

#### 01. *General Qualifications :*

- 1.1 Should be a citizen of Sri Lanka and a resident of the territory of the North Western Provincial Council during preceding three years to the closing date of applications. (Residency should be proved by a residency certificate issued by the Grama Niladhari and counter signed by the Divisional Secretary. If the person came to the North Western Province after the marriage, the residency of the spouse will be taken into consideration)
- 1.2 Should have an excellent moral character.
- 1.3 Age should be not less than 18 years and not more than 35 years as at the closing date of applications.
- 1.4 Applicants will be considered eligible to sit for the written examination only if they have fulfilled the age requirement and completed all the required qualifications by all means to the date 20.10.2017 which is the closing date of applications.
- 1.5 Applicants should be physically and mentally fit to serve and perform the duties of the post in any area of the North Western Province.

\* Member of any Clergy will not be eligible to sit for this examination.

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02. *Salary Scale :*

2.1 Technical Officer (Civil/Electrical) - Grade III

The salary scale applicable to this post according to the salary scale MN 3 - 2016 is Rs. 31,040 - 10X445 - 11X660 - 10X730 - 10X750 Rs. 57,550.

(as per the schedule I of the Public Administration Circular No. 03/2016 dated 25.02.2016) However, Salaries will be paid according to the schedule II of the above circular until 01.01.2020.

2.2 Technical Officer (Civil/Electrical)/Draughtsman - Trainee Grade

Allowances will be paid as follows during the training period.

(as per the Section 23.1 of the Public Administration Circular No. 03/2016)

First Year - Monthly Allowance - Rs. 18,728 and adjustment allowance of Rs. 7,110

Second Year - Monthly Allowance - Rs. 18,935 and adjustment allowance of Rs. 7,070

03. *Educational and Professional Qualifications :*

For all the posts mentioned above:

(A) Educational Qualifications :-

G. C. E. (Advanced Level) Examination

Should have passed 03 subjects under Science / Mathematics or Technology stream including 02 subjects out of Pure mathematics / Applied Mathematics / Combined Mathematics, Physics, Chemistry in the same sitting at the General Certificate of Education (Advanced Level) Examination ;

and

G. C. E (Ordinary Level) Examination

Should have passed 06 subjects in the same sitting with Credit passes for Sinhala / Tamil / English Language, Science, Mathematics and 01 other subject at the General Certificate of Education (Ordinary Level) Examination.

**Note.**— Following Professional Qualifications should be also be completed along with the above Educational Qualifications for each post.

(B) Professional Qualifications :-

<i>Name of the Post</i>	<i>Professional Qualifications</i>
Technical Officer (Civil/ Electrical) Grade III	<p>I. Obtained the National Diploma in Technology (Civil/Electrical) conferred by the University of Moratuwa or Hardy Institute, Ampara ;</p> <p>or</p> <p>II. Obtained National Diploma in Engineering Science (Civil/Electrical) conferred by the National Apprentice and Industrial Training Authority ;</p> <p>or</p> <p>III. Obtained National Higher Diploma in Engineering conferred by the Education and Higher Education Ministry ;</p> <p>or</p> <p>IV. Obtained Diploma in Technology (Civil/Electrical) Conferred by the Open University of Sri Lanka ;</p> <p>or</p> <p>V. Successfully completed the Part I of the Engineering Examination conducted by the Institute of Engineers of Sri Lanka ;</p> <p>or</p> <p>VI. Successfully completed a qualification equal to NVQ Level 6 related to the field of the post ;</p> <p>or</p> <p>VII. Obtained any other technological qualification recognized as equal to the above qualifications by the Tertiary and Vocational Education Commission</p>
Technical Officer (Civil/ Electrical) - 01 Year Trainee Grade	<p>I. Obtained the National certificate in Technology (Civil/Electrical) having followed a course in a related field to the post conducted by a Technical College recognized by the Tertiary and Vocational Education Commission ;</p> <p>or</p> <p>II. Obtained the National Certificate for Industrial Technicians in Technology (Civil/ Electrical) having followed a course in a related field to the post conducted by a Technical College recognized by the Tertiary and Vocational Education Commission ;</p> <p>or</p> <p>III. Obtained any other technical qualification recognized by the Tertiary and Vocational Education Commission as equal to above technical qualifications by all means.</p>
Technical Officer (Civil/ Electrical) - 02 Years Trainee Grade	Professional Qualifications are not applicable
Draughtsman - 01 Year Trainee Grade	<p>I. Obtained the Certificate after completing the One Year Full Time Training Course in Draughtsman conducted by a Technical College recognized by the Tertiary and Vocational Education Commission.</p>

**Note.**— All Educational and Professional Qualifications mentioned above should be completed and the certificates should have obtained on or before 20.10.2017.

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#### *04. Conditions of Service :-*

- 4.1 Applicants who have the qualifications relevant to the Grade III of the Technological Service will be recruited to the Grade III of the Technological Service.
- 4.2 This post is permanent. The appointees will be subjected to the policy decision made by the Government on the Pension Scheme applicable to the appointees.
- 4.3 Applicants who have the qualifications related to the Trainee Grade will be recruited to the Trainee Grade of the Technological Service.
- 4.4 The Post of the Grade III of the Technological Service is permanent. The Pension scheme applicable to the Service will be subjected to a policy decision taken by the Government in future.
- 4.5 The appointees to this post will be subjected to a probation period of 03 years. Appointments will be made permanent at the end of the probation period if the conduct of the appointees is satisfactory and if the appointees have performed the duties satisfactorily during the probation period and passed the 1st Efficiency Bar Examination and fulfilled the other prerequisites required for making the appointment permanent.
- 4.6 Applicants should obtain the competency in the other official language / languages other than the language of enrolment in terms of the public administration Circular 01/2014 and subsequent circulars within 5 years from the date of appointment.
- 4.7 A competency which is equal to a Credit Pass at the G.C.E. (Ordinary Level) Examination in English Language should be obtained during the first 5 years in the Grade III.
- 4.8 The provisions of the Sections 10 to 12 of the Chapter 11 of the Volume I of the Establishment Code will be applicable to this post as appropriate. Further, the appointees should abide by the regulations of the Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial, Regulations, Financial Regulations Code of the North Western Provincial Council, Disciplinary Procedure Code of the North Western Provincial Council. Procedural Rules of the North Western Provincial Council, Departmental Orders, Service Minute of the North Western Provincial Council Technological Service, and regulations of the Government and the North Western Provincial Council already issued and will be issued from time to time, in addition to the regulations of the Scheme of Recruitment applicable to this post.

#### *05. Method of Recruitment -*

- 5.1 If the number of applications is less than the number of vacancies, recruitment will be made after an interview conducted to check the qualifications. If the number of applications is greater than the number of vacancies, recruitment will be made on the results of a written examination conducted by the North Western Provincial Council Public Service Commission. This examination will be conducted by the North Western Provincial Council Public Service Commission at Kurunegala, in Sinhalese, Tamil and English languages. Applicants will not be allowed to change the applied language medium at a later stage.
- 5.2 If there is enough number of applicants qualified for the Grade III, those applicants will be recruited to the Grade III directly.
- 5.3 If there is no adequate number of qualified applicants for the Grade III, applicants will be recruited to the 01 year Trainee Grade. Those applicants will be appointed to the Grade III after passing the relevant examination having successfully completed the one year theoretical and practical training.

5.4 If there is no adequate number of qualified applicants for the 01 year Trainee Grade, applicants will be recruited to the 02 years Trainee Grade. Those applicants will be appointed to the Grade III after passing the relevant examination having successfully completed the two years of theoretical and practical training.

**Note.**— If there is any apprentice who could not pass the examination conducted after the above mentioned training period, opportunity will be given to extend their training period up to 6 months. If they fail the examination conducted at the end of the extended training period, their appointment will be terminated.

5.5 70% of the existing vacancies will be filled through the open stream.

5.6 A merit list will be prepared on the total marks obtained, out of the applicants who obtain 40% of total marks or more for each and every question paper mentioned in the examination syllabus. Number of applicants equal to the number of existing vacancies will be summoned to an interview to check the qualifications in order of merit. Marks will not be given at the interview.

#### 06. Written Examination :

Written Examination will comprise of two question papers.

<i>Post</i>	<i>Question Paper</i>	<i>Duration</i>	<i>Total Marks</i>	<i>Pass Marks</i>
1. Technical Officer (Civil/Electrical) Grade III	Intelligence Quotient Test	01 hour	100	40%
2. Technical Officer (Civil/Electrical) - 01 Year Trainee Grade	Subject Related Technological Test	03 hours	100	40%
3. Draughtsman (01 year Trainee Grade)				
1. Technical Officer (Civil/Electrical) - 02 year Trainee Grade	Intelligence Quotient Test	01 hour	100	40%

#### 6.1 Syllabus

##### 01. Intelligence Quotient Test (Duration: 01 Hour - 100 Marks)

A question paper consisting of multiple choice questions and structured questions prepared to test the language skills, mathematical skills and logical skills of the applicants.

##### 02. Subject Related Technological Test (Duration 03 Hours - 100 Marks)

##### (A) Technical Officer - Grade III

A question paper to test the applicants' inborn skills of fundamentals of Building Construction, Preparation of Plans for Construction Activities and the ability to read and understand, Water Supply and Drainage and Waste Disposal Processes.

##### (B) Draughtsman - 01 Year Trainee Grade

A question paper prepared to test the knowledge on architecture, drawing according to the scale, understanding ability of a plan or rough sketch, basic knowledge on structural designs, knowledge on surveying, basic knowledge on geometrical and mechanical drawing.

Applicants are required to bring the geometrical apparatus and other equipment required to answer this question paper.

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#### 07. Examination Fees:-

A sum of Rs. 500 being the examination fee should be paid to the Divisional Secretariat of the area of permanent residence to be credited to Revenue Head 2003-02-13 of Secretary, North Western Provincial Council Public Service Commission and the receipt WPSM/2 obtained from the Divisional Secretariat should be affixed to the application. Receipts other than the receipts obtained from the Divisional Secretariat or Money Orders will not be accepted. (Retaining a photocopy of the receipt may be useful for future reference) It should be noted that the examination fee is non-refundable under any circumstance and it will not be allowed to transfer the fees to any other examination.

#### 08. Method of Application:

Applications should be prepared using the A4 size (21 cm x 29 cm) papers including ;

- (i) the paragraph 01 to 03 in the first page, and
- (ii) the paragraph 04 and the rest to the other pages.

8.1 The applications which do not comply with the specimen, not carry the receipts of examination fees paid before the due dates, not given the necessary details, incomplete and late will be rejected without any notice. Further, it is the responsibility of the applicant to check whether the prepared application complies with the specimen. The applicant should bear the liability for the losses due to incomplete applications. It would be useful to keep a photocopy of the completed application. The receipt of the applications will not be acknowledged.

#### 8.2 Attestation of the Signature of the Applicant

The signature of the applicant should be attested by a Principal of a Government School/ Justice of Peace/ Commissioner of Oaths/ Attorney-at-Law/ Notary Public/ Commissioned Officer in the Armed Forces/ an officer holding a gazetted post in the Police Service or an officer holding a permanent post in the Public/ Provincial Public Service whose annual combined salary is above Rs. 240,360/-)

9. The name of the examination and the applied post along with the relevant symbolic number of the post should be clearly written on the top left hand corner of the envelope enclosing the application. Such duly filled applications should be sent under registered cover to reach “**Secretary, North Western Provincial Council Public Service Commission, Provincial Council Complex, Kurunegala**” on or before **20.10.2017**. Admissions will be issued to the applicants who have the qualifications mentioned in this notification, according to the information provided by the applications. In case the admissions are not received, it should be notified to the North Western Provincial Council Public Service Commission with following information.

- a) Name of the Examination
- b) Full Name of the Applicant
- c) Address
- d) National Identity Card Number
- e) Address to which the application was sent, postal registration number and the date

#### 10. Identity of the applicants:-

Every applicant should prove his/her identity by a document mentioned below for every subject at the examination hall to the satisfaction of the supervisor of the examination hall.

1. The National Identity Card issued by the Department of Registration of Persons.
2. A valid Passport.

*Note.*— Applicants who fail to establish their identity at the examination hall will be considered as ineligible applicants.

11. Accurate information should be provided with due concern when filling the application. The applicants will not be allowed to alter the details provided in the application under any circumstances. If a candidate is found to be ineligible according to the rules of this examination, his/ her candidature is liable to be cancelled at any stage prior to the appointment. If it is found that a candidate has furnished false information with knowledge, or if he/ she has willfully suppressed any material fact, he/ she shall be liable for dismissal from the Public Service. Issuance of an Admission Card should not be considered as an acceptance of fulfillment of the required qualifications by the applicants.

12. The decision of the North Western Provincial Council Public Service Commission is conclusive and final with regard to the matters in this notification or the matters not provided in this notification.

13. The North Western Provincial Council Public Service Commission reserves the right of taking the final decision on conducting or not conducting this examination, selecting or not selecting the candidates after the examination and determining the number of vacancies to be filled. Further, the decision of the North Western Provincial Council Public Service Commission on the matters not covered by this notification, if any, will be final and conclusive.

15. In the event of any mismatch or inconsistency between the Sinhala, Tamil and English texts of this notification, Sinhala text shall prevail.

By order of the North Western Provincial Council Public Service Commission,

PADMINI KARIYAWASAM,  
Secretary,  
North Western Provincial Council Public Service Commission.

Provincial Council Public Service Commission (NWP),  
Provincial Council Office Complex,  
Kurunegala.  
07.09.2017

**SPECIMEN APPLICATION**

(For office use only)

**Open Competitive Examination for the Recruitment to the Post of Librarian - Grade III of the  
North Western Provincial Council Public Service - 2017**

Language Medium of Examination (Please mark ✓ inside the appropriate cage)

Sinhala

☐

Tamil

☐

English

☐

<i>Post/ Name of the Post Applied</i>	<i>Symbolic Number</i>

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01. 1.1 Name with Initials (Sinhala/ Tamil) :- Mr./ Mrs./ Miss :\_\_\_\_\_.
- 1.2 Name with Initials (English Block Letters) :- Mr./ Mrs./ Miss :\_\_\_\_\_.
- 1.3 Full Name (Sinhalese/Tamil): Mr./ Mrs./ Miss :\_\_\_\_\_.
- 1.4 Full Name (English Block Letters): Mr./ Mrs./ Miss :\_\_\_\_\_.
- 1.5 National Identity Card No.: 

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02. 2.1 Permanent Address (Sinhalese/ Tamil) :\_\_\_\_\_.
- 2.2 Permanent Address (English Block Letters) :\_\_\_\_\_.
- 2.3 Address to which the admission should be sent :\_\_\_\_\_.
- 2.4 Telephone Number :\_\_\_\_\_.
03. 3.1 Gender: Female - F ☐ Male - M ☐
- 3.2 Date of Birth: Year :\_\_\_\_\_. Month :\_\_\_\_\_. Date :\_\_\_\_\_.
- 3.3 Age as at 20.10.2017:  
Years :\_\_\_\_\_. Months :\_\_\_\_\_. Days :\_\_\_\_\_.
04. 4.1 Administrative District of Residency :\_\_\_\_\_.
- 4.2 Divisional Secretary Division :\_\_\_\_\_.
- 4.3 Grama Niladhari Division :\_\_\_\_\_.
05. Educational Qualifications:
- 5.1 Details of the G.C.E. (Ordinary Level) Examination :
- Year and Month of the Examination :\_\_\_\_\_.
- Index No. :\_\_\_\_\_.

	<i>Subject</i>	<i>Result</i>		<i>Subject</i>	<i>Result</i>
01			06		
02			07		
03			08		
04			09		
05			10		



5.2 Details of the G.C.E. (Advanced Level) Examination :\_\_\_\_\_.

Year and the Month of the Examination :\_\_\_\_\_.

Index No.:\_\_\_\_\_.

	<i>Subject</i>	<i>Grade</i>
01		
02		
03		
04		

5.3 Professional Qualifications

<i>Institution</i>	<i>Course Followed</i>	<i>Duration</i>	<i>Result</i>	<i>Certificate No. and Date</i>

06. Details of the Payment Receipt of Examination Fees

6.1 Number of the receipt :\_\_\_\_\_. Amount :\_\_\_\_\_.

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

Divisional Secretariat where the receipt was issued :\_\_\_\_\_.

Please paste the receipt here firmly

07. **Declaration of the Applicant :**

(A) I certify that the information furnished by me in this application is true and accurate to the best of my knowledge and belief. I agree to bear loss resulting from filling this application incompletely or incorrectly. Further, I declare that I have filled all parts of this application accurately. I agree to abide by the examination rules.

(B) I know that I will be ineligible for this post prior to the appointment and liable for termination of appointment after getting the appointment, if it is found that this declaration is false.

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

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

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**08. Attestation of the Signature of the Applicant :**

I do hereby certify that the applicant Mr/Mrs/Miss ..... is known to me personally and he/she placed his/ her signature before me on .....

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

Name of the Certifying Officer : \_\_\_\_\_.

Signature : \_\_\_\_\_.

Designation and Rubber Stamp : \_\_\_\_\_.

(The signature of the applicant certificate should be attested by a Principal of a Government School/ Justice of Peace/ Commissioner of Oaths/ Attorney-at-Law/ Notary Public/ Commissioned Officer in the Armed Forces/ an officer holding a *Gazetted* post in the Police Service or an officer holding a permanent post in the Public/ Provincial Public Service whose annual combined salary is above Rs. 240,360).