

MAHARA PRADESHIYA SABHA

APPLICATIONS are invited for recruitment to following post in the Schedule given below vacant in the Mahara Pradeshiya Sabha in the Western Province from those who have qualification and residents within the Western Province.

Schedule

<i>Serial No.</i>	<i>Posts</i>	<i>Nos. of Posts</i>	<i>Salary Scale</i>	<i>Educational Qualification</i>
01	Office Official Assistant	01	Rs. 24,250 -10x250 - 10x270 - 10x300 - 12x330 - Rs. 36,410	Should have passed six (06) subjects with two Credit passes not more than two sittings in the G. C. E. (O/L) (Should have passed 05 subjects out of these in one sittings)
02	Work Field Labourer	01	Rs. 24,250 -10x250 - 10x270 - 10x300 - 12x330 - Rs. 36,410	Should have passed Grade 8 (Year 9)

General Qualifications for Recruitment :

- (1) Should be a citizens of Sri Lanka,
- (2) Should be a continuous 3 years permanent residents within the Western Province on the closing date of application,
- (3) Should be not less than 18 years and more than 45 years on the closing date of application. (Age limit will not be applicable those who are already in the Public/Provincial Public Service),
- (4) Should have good characters and good health to fulfil the service,

- (5) Should not be convicted in the Court under Penal Code and should not be dismissed from Public Local Government Service,
- (6) After inviting these applications, all rights to withholding or delaying recruitments or power of cancelling and amending this notice reserve to the Secretary to the Mahara Pradeshiya Sabha.

Terms of Services :

- (i) This post is permanent and pensionable,
- (ii) The appointment is subjected to a 3 years probation period,
- (iii) Those who are selected should contribute to the Widows/Widowers and Orphans Pension Fund,
- (iv) Additional to Conditions and Regulations for this Recruitments, these appointments are bounded to follow according to the Orders of Socialist of Sri Lanka, Regulations and Orders time to time to be issued by the Mahara Pradeshiya Sabha or the Western Public Service Commission or the Western Provincial Council.

Method of Recruitment :

1. Should be selected by an interview,
2. Copies of following documents should be attached with application and originals should be forwarded in the interview,

Copies of following documents should be attached with application :

- (1) Birth Certificate ;
- (2) Educational Certificate ;
- (3) Certificate proving that permanent resident ;
- (4) Certificate of Grama Niladhari recently obtained ;
- (5) Two Character Certificates recently obtained ;
- (6) Certificate of Other Qualifications ;
- (7) Certificate of Service Experience.

Forwarding the Application.— The application according to the specimen given in the notice should be prepared 12"x8" in size paper and written the post applied in the left corner of the relevant envelope and sent to "Secretary Mahara Pradeshiya Sabha, Pahala Karagahamuna, Kadawatha" in the registered post on or before 06.11.2017. (Those who are already in Local Government Service should forward their application through the Head of Institution). The applications which are received after the closing date will be rejected.

S. A. K. N. INDRAJITH,
Secretary and Officer of Executing the powers,
duties and functions of the Sabha,
Mahara Pradeshiya Sabha.

Office of Mahara Pradeshiya Sabha,
Pahala Karagahamuna,
Kadawatha,
11th October, 2017.

Specimen Form

MAHARA PRADESHIYA SABHA

POST OF IN THE WESTERN PROVINCE PUBLIC SERVICE

1. Name of applicant with Initials :_____.
- Names denoting by Initials :_____.
2. Permanent residing District :_____.

3. Permanent Address : _____.
4. Sex : _____.
5. Date of Birth : _____.
- Age on 06.11.2017 : Years : _____ Months : _____ Days : _____.
6. Identity Card Number : _____.
7. Are you citizen of Sri Lanka by decent/by registration : _____.
8. Telephone Number : _____.
9. (i) Educational Qualification :—
(ii) G. C. E. (O/L) :

<i>Subject</i>	<i>Pass</i>	<i>Subject</i>	<i>Pass</i>

(iii) G. C. E. (A/L) :

<i>Subject</i>	<i>Pass</i>

(iv) Other Qualifications : _____.

10. Service Experience :
- (i) Current Post : _____.
- (ii) Date of appointment for this Post : _____.
- (iii) Service period of this Post : _____.
- (iv) Previous Post and Working Place : _____.

I, declare the information furnished by me in the application are true and accurate to the best of my knowledge and belief and I am aware that if any statement is found to be false, I am liable to be disqualified and also liable to be dismissed from service if I found to be false after my appointment to the post.

_____,
Signature of the Applicant.

Date : _____.

If the applicants are in the Local Government Service, Certificate of Head of the Institution :

I, certify that the applicant, Mr./Mrs./Miss has been serving as a
..... in this office. I recommend/do not recommend to submit this application.

_____,
Signature of Head of the Institution.
Official stamp.

Date : _____.