



## **MORATUWA MUNICIPAL COUNCIL**

APPLICATIONS are called for the undermentioned vacant posts in the Moratuwa Municipal Council, from applicants who possess qualifications mentioned in this notification.

<i>Serial No.</i>	<i>Designation</i>	<i>Salary Code</i>	<i>Salary Scale</i>	<i>Qualifications</i>
01	Motor Machanic Fireman (Mortorman)	RS 1 – 2016	Rs. 29,540- 7x300-27x370- Rs. 41,630	<p>(i) Should have a minimum of four years permanent service as a fireman in Government, Provincial Government, Government corporation service.</p> <p>(ii) Should possess a heavy vehicle license.</p> <p>(iii) Should have a minimum of two years experience in heavy vehicle driving.</p> <p>(iv) Should have a followed and passed a professional course conducted by a relevant Local Government institution in the Western Province or by an institution authorized by the said Local Government authority.</p> <p><b><i>Written test for recruitment :</i></b> Should face a question paper of 01 hour. (i) Science (ii) Technology</p>
02	Fireman – Class I (First Class Fireman)	RS 2 – 2016	Rs. 32,010- 9x370-17x195 – Rs. 43,755	<p><i>Qualifications :</i></p> <p>(i) Should have a minimum of three years permanent service as a fireman in Government, Provincial Government, Government corporation service. <i>and</i></p> <p>(ii) Should have a followed and passed a professional course conducted by a relevant Local Government institution in the Western Province or by an institution authorized by the said Local Government authority.</p> <p><b><i>Written test for recruitment :</i></b> Should face a question paper of 01 hour. (i) Science (ii) Technology (iii) Dangerous items.</p>
03	Chief Fireman (Leading Fireman)	RS 3 – 2016	Rs. 32,790- 7x370-2x495 – 25x660 Rs. 52,870	<p><i>Qualifications :</i></p> <p>(i) Should have a minimum of three years service as a fireman class 1 officer in the permanent service Government, Provincial Government, Government corporation service. <i>and</i></p> <p>(ii) Should have a followed and passed a professional course conducted by a relevant Local Government institution in the Western Province or by an institution authorized by the said Local Government authority.</p> <p><b><i>Written test for recruitment :</i></b> Should face a question paper of 01 1/2 hour. (i) Science (ii) Technology (iii) Dangerous items. (iv) Instructions and Leadership</p>

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**CONDITIONS OF RECRUITMENT:**

- (i) Applicant should be a citizen of Sri Lanka ;
- (ii) Applicants should be not below 22 years of age and not over 45 years as at the closing date of applications. (This maximum age limit does not apply to those who are already in Government Service or Provincial Government Service) ;
- (iii) Applicant should possess a sound character and in good health ;
- (iv) Applicant should not be a person, who had been convicted in a Court of Law or a person who has been punished ;
- (v) The Commissioner of the Moratuwa Municipal Council reserves the rights to delay, change or to cancel this recruitment, either after calling applications, or in the interim period ;
- (vi) All requirements required for the appointment to this post should be fulfilled in all aspects on the date of the application calling Notice/ *Gazette* Notice ;
- (vii) A written professional test will be conducted in accordance with the provisions in the scheme of recruitment and those selected on its merit will be subjected to an interview and thereafter recruitments will be made for the available vacancies ;
- (viii) No applicant will be considered as a suitable person to be appointed merely on the fact that he/ she was call for the interview or appeared at the interview.

**CONDITIONS OF SERVICE:**

- 1. This post is permanent and pensionable. Selected employees Should Contribute to the W. & O. P. Fund ;
- 2. The permanent appointment is subject to a probationary period of 03 years ;
- 3. Appointees are bound to adhere to the Constitution of the Democratic Socialist Republic of Sri Lanka, Establishment Code, and Financial Regulations and to orders from time to time issued by the Government and western Provincial Council and the Commissioner of the Moratuwa Municipal.

**HOW TO SEND APPLICATIONS:-**

- 1. Applicants should prepare their application in a A4 size paper as shown in the specimen attached using both sides of the paper and should be sent under registered post addressed to Municipal Commissioner, Municipal Council, Moratuwa to reach on or before ..... The name of the post applied for should be mentioned in the application and on the top left hand corner of the envelope. Late applications will be rejected.
- 2. The applications completed contrary to this notice will be rejected.
- 3. Photocopies of the following Certificates should be sent along with the application. If applications are not sent in such manner they will be rejected.
  - A Police Report ;
  - Birth Certificate ;
  - Certificate in respect of residence issued by Grama Niladhari countersigned by the Divisional Secretary ;
  - A character certificate obtained recently ;
  - A certificate to confirm the Professional qualifications.
- 4. If any applicant apply for more than one post he/ she should prepared separate application for each post and they should be enclosed in separate envelope and sent.

M. M. C. K. K. MANNAPPERUMA,  
Municipal Commissioner,  
Municipal Council,  
Moratuwa.

At the Moratuwa Municipal Council,  
21st September, 2017.

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### Specimen Application Form

#### MORATUWA, MUNICIPAL COUNCIL

APPLICATION FOR THE POST OF .....

01. Name with initials :\_\_\_\_\_.
02. Names denoted by initials :\_\_\_\_\_.
03. Permanent Address :\_\_\_\_\_.
04. District of Permanent residence :\_\_\_\_\_.
05. N.I.C. No. :\_\_\_\_\_ Telephone Number :\_\_\_\_\_.
06. Date of Birth : Years :\_\_\_\_\_ Months :\_\_\_\_\_ Days :\_\_\_\_\_.
07. Nationality :\_\_\_\_\_.
08. Age as at the closing date of application : Years :\_\_\_\_\_ Months :\_\_\_\_\_ Days :\_\_\_\_\_.
09. Sex (Male or Female) :\_\_\_\_\_.
10. Civil Status :\_\_\_\_\_.
11. Are you a Citizen of Sri Lanka, if so by descent or by Registration? :\_\_\_\_\_.
12. Educational Qualifications :\_\_\_\_\_.
13. Professional Qualifications and experience :\_\_\_\_\_.
14. Other Qualifications :\_\_\_\_\_.
15. If you are already working in this Municipal Council :
  - (i) State your designation :\_\_\_\_\_.
  - (ii) Whether this appointment is Casual/ Temporary/ Substitute or Contract basis? :\_\_\_\_\_.
  - (iii) Date of appointment :\_\_\_\_\_.
16. Applicant should not be a person, who had been convicted in a Court of Law and punished :\_\_\_\_\_.

I declare that the above information furnished by me are true and correct, according to my knowledge and belief. I am also aware, that I will get disqualified, if the above information is found to be false and untrue before being appointed to the post, and it will lead to dismissal from service without paying any compensation if detected after being appointed to the post.

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

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

*Certificate of the Head of the Department/ Institution, for applicants who are already in the Government Service :*

Mr./ Mrs./ Miss ..... is presently employed in this Department/ Institution, as a ..... He/ She can/ cannot be released from service if selected for the post he/ she has applied. I also certify that, he/ she has not been punished for any disciplinary action. His application is recommended and submitted.

\_\_\_\_\_,  
Signature of the Head of the Department/ Institution.

Name :\_\_\_\_\_.

Post :\_\_\_\_\_.

Official seal :\_\_\_\_\_.

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