

MINISTRY OF SKILLS DEVELOPMENT AND VOCATIONAL TRAINING

Department of Technical Education and Training

OPEN RECRUITMENT TO THE POST OF
DEMONSTRATOR (GRADE III) IN THE SERVICE
CATEGORY OF MANAGEMENT ASSISTANT
(TECHNOLOGICAL) SEGMENT - 03 OF THE
DEPARTMENT OF TECHNICAL EDUCATION AND
TRAINING - 2017

APPLICATIONS are hereby called from the citizens of Sri Lanka suitably qualified in the following fields for the post of Demonstrator in the Department of Technical Education and Training.

Field
Woodwork
Metalwork
Motor Mechanics
Electrical
Building Construction

01. *Mode of Recruitment.* – Candidates who have fulfilled the qualifications referred to in this notification should sit for a Written Test conducted by the Testing and Evaluation Division of the Department of Technical Education and Training. Candidates who secure highest marks based on the merit order from among those who qualify in the Written Test will be called for the interview to be twice the existing number of vacancies. Recruitment will be made equivalent to the number of existing vacancies based on the merit order of the aggregate marks of the Structured Interview and the Written Test. All candidates are required to answer a question paper designed to assess the candidate's knowledge relevant to the field under the syllabus mentioned in No. 06, and to another paper to assess General Knowledge and General Intelligence. The Structured Interview will be held as per the Marking Scheme mentioned in No. 07.

02. *Requirements :*

I. *Educational Qualifications :*

Having passed the G. C. E. (O/L) Examination in 06 subjects with Credits to Sinhala/Tamil/English, Mathematics and two other subjects in one sitting

II. *Professional Qualifications :*

Having successfully completed a course in the subject field relevant to National Vocational Qualification (NVQ) Level 05 from an institute

recognized by the Tertiary and Vocational Education Commission ;

or

Having successfully completed a course (full-time/part-time) of 03 years or more on Woodwork/ Metalwork (welding/fitting) / Motor Mechanics / electrical / Building Construction (Plumbing/ Masonry) from an institute recognized by the Tertiary and Vocational Education Commission.

III. *Experience :*

Should have not less than 01 year experience in the field relevant to the post from a government or government registered institute.

IV. *Physical Fitness :*

Should be physically and mentally fit to serve in any part of the island and to discharge the duties of the post.

V. *Other :*

- Should be a citizen of Sri Lanka.
- Should be of excellent moral character.
- Should have completed in every respect all the qualifications required for recruitment to the post, as at the closing date for applications.

03. *Conditions of Employment and Service Conditions :*

- This post is permanent and pensionable. You are subject to any policy decision made by the government regarding your pension scheme in future. Further, you are liable to contribute to the Widows' and Orphans' pension Scheme/ Widowers' and Orphans' pension Scheme. You are required to contribute to such fund as determined by the Government from time to time.
- This appointment is subject to 03 years of probation. 1st Efficiency Bar Examination should be passed within 03 years from the date of recruitment to Grade III in the post of Demonstrator, as mentioned in the scheme of Recruitment.
- Prescribed proficiency in the other official language, in addition to the language in which the officer joined the service, should be obtained within 05 years from the date of appointment, as per Public Administration Circular 01/2014 and consequent circulars.
- This appointment is subject to the Procedural Rules of the Public Service Commission, Financial Regulations, provisions in the Establishments Code of the Democratic Socialist Republic of Sri Lanka and other departmental orders.

04. *Age Limit.* – Candidates should be not less than 18 years and not more than 35 years of age as at the closing date for applications.

05. *Salary Scale.* – Under MT1-2016 salary segment of Public Administration Circular 03/2016 dated 25.02.2016, this post is entitled to the salary scale of Rs. 29,840 - 10x300 - 11x350 - 10x560 - 10x660 - Rs. 48,890. Salaries will be paid as per Schedule II of the said Circular.

06. *Syllabus for the Written Examination :*

<i>Question Paper No.</i>	<i>Name of Question Paper</i>	<i>Syllabus</i>	<i>Duration</i>	<i>Maximum Marks</i>	<i>Pass Mark</i>
1.	General knowledge and General Intelligence	A short question paper, to assess knowledge of timely, social situations and international situations and capability of creative thinking, ability to solve and analyze problems	01 hour	100	40%
2.	Woodwork	Woodwork (Theory), Woodwork-mechanics, Technical drawing, communication ability, Mathematics, joinery, Furniture manufacturing	02 hours	100	40%
3.	Metalwork	Engineering, communication ability Technical drawing, fitting mechanics (Theory), Casting work	02 hours	100	40%
4.	Motor Mechanics	Engineering drawing and designing, Production Technology, Mechanic maintenance and power management, Automotive Technology, Petrol/Diesel Engine, Motor Vehicle Electrician	02 hours	100	40%
5.	Electrical	Electrical Machines, power electronics and automotive control plant, micro-processing based plant, applied electrical measurements, laying of cables	02 hours	100	40%
6.	Building Construction	Building Construction and maintenance, Construction site surveying, water refining and waste water disposal, structural theory and plans, quantity surveying.	02 hours	100	40%

07. Fields for which marks are given at the Structured Interview :

<i>Fields for which marks given</i>	<i>Maximum Marks</i>
1. Additional Educational Qualifications	25
2. Additional Vocational Qualifications	20
3. Additional Experience	30
4. Language Proficiency	10
5. Computer Skill	10
6. Performance at the Interview	05
Total	100

08. *Identity of the Candidates.* – Only the candidates who have forwarded complete applications in all respect will be called for the interview. Originals and duly certified copies of all certificates should be produced at the interview.

09. *Method of Application :*

- (i) The application should be prepared in the form of the specimen appended to this notification, in A4 size paper using both sides with Section 01 to 07 appearing on the first page, Section 08 to 10 appearing on the second page and the rest in the next pages. The application thus prepared should be duly perfected by the candidate in his/her handwriting and sent under registered cover to reach "Director General, Department of Technical Education and Training, P.O. Box 557, Olcott Mawatha, Colombo 10" before 15.01.2018. The words "Application for the Post of Demonstrator" should be clearly indicated in the top left-hand corner of the envelope enclosing the application.
- (ii) Applications which are not in compliance with the specimen, containing incomplete details and those received after the closing date for applications will not be entertained. Candidates are advised to send their applications well in advance to avoid the possibility of postal delay.
- (iii) The application should be filled in the medium the candidate intends to sit for the examination.
- (iv) The Examination fee is Rs 500/-. It should be paid at any branch of the People's Bank in the Island to be credited to the Account No. 176 – 100 – 139026228 of Mid-City Branch, People's Bank in the name of Director General, Department of Technical Education and Training. The receipt obtained should be pasted in the relevant cage of the application form. It would be advisable to keep a photocopy of the application and the receipt. The Examination fee will not be refunded under any circumstance, and Money Orders and stamps will not be accepted.
- (v) Candidate's signature in the application form should have been attested by a Principal of a Government School/ a Justice of the Peace/ Commissioner of Oaths/Attorney-at-Law/ Notary Public/Commissioned Officer in the Armed Forces or an Officer holding a permanent post in public service drawing a consolidated

monthly salary of Rs. 41,580/- (As per PAC No. 03/2016 – Schedule I).

- (vi) Officers currently in the public service or provincial public service should forward their applications through the respective Heads of Department.
- (vii) Applications should not be sent to the name of any officer of the Department, and the applications thus sent or those handed over personally will not be accepted. No complaint to the effect that any application has been lost or delayed in post will be considered, and the receipt of the application will not be acknowledged.

10. *Examination Procedure :*

- (i) The Director General, Department of Technical Education and Training will issue Admission Cards to all persons who have correctly perfected and duly forwarded their applications. Every candidate should produce his/her admission card with the signature attested, to the Supervisor of the relevant Examination Hall. Those who fail to produce the admission card will not be permitted to sit for the examination.
- (ii) Travelling expenses that may be incurred by the candidate for appearing for this examination or any other allowances will not be paid.
- (iii) The candidate is required to prove his identity at the examination hall to the satisfaction of the supervisor for each subject he offers. For this purpose, either of the following documents shall be accepted:-
 - (a) National Identity Card issued by the Department of Registration of Persons,
 - (b) A valid passport.
- (iv) The Examination will be held only in Sinhala and Tamil medium. The medium applied for cannot be changed later on.
- (v) All candidates who have paid the prescribed fee and sent applications on or before the prescribed date will be allowed to sit for the examination by the Director General of the Department of Technical Education and Training on the prior assumption that only those with qualifications mentioned in the notification for calling applications have applied. Appearing for the Competitive Examination will not be treated as an acceptance of the fulfillment of qualifications.

(vi) Candidates will be subject to the rules and regulations imposed by the Director General of the Department of Technical Education and Training, regarding the conduct of the Examination.

(vii) The Testing and Evaluation Division of the Department of Technical Education and Training will conduct this examination only in Colombo.

11. *Furnishing false information.* – Your candidature is liable to be cancelled if any information furnished in the application is found to be false or inaccurate, before the recruitment. If such false or inaccurate information is revealed after the recruitment, action will be taken for dismissal from service, subject to the procedure relevant thereto.

12. Director General of the Department of Technical Education and Training reserves the right to fill or not to fill the vacancies.

13. In the event of any inconsistency between the Sinhala, the Tamil and the English texts of this *Gazette* Notification, Sinhala text shall prevail.

P. N. K. MALALASEKARA,
Director General,
Department of Technical Education and Training.

PO Box: 557,
Colombo 10,
15th December, 2017.

SPECIMEN FORM

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For office use

APPLICATION FOR OPEN RECRUITMENT TO THE POST OF DEMONSTRATOR (CLASS III) IN THE SERVICE CATEGORY OF MANAGEMENT ASSISTANT (TECHNOLOGICAL SEGMENT -3) OF THE DEPARTMENT OF TECHNICAL EDUCATION AND TRAINING

Field applied for	
Medium applied for	

1. Name of Candidate:

- (i) Name with initials, with initials at the end (In Block Capitals) : _____.
- (ii) Full Name (In Block Capitals) : _____.
- (iii) Full Name (In Sinhala/Tamil) : _____.

2. Address and Telephone number :

- (i) Official Address : _____.
- Telephone Number : _____.
- (ii) Private Address : _____.
- Telephone Number : _____.
- Mobile Number : _____.
- (Any change in the Address or Telephone Number should be informed immediately)

3. Date of Birth :

Year : _____. Month : _____. Date : _____.

4. Age as at closing date of applications :

Years : _____. Months : _____. Days : _____.

5. National Identity Card Number :_____.

6. Gender – Male / Female :_____.

7. Whether married / unmarried / widowed :_____.

8. *Educational Qualifications* :

I. G.C.E. (O/L) Examination

II. G.C.E. (A/L) Examination

Year :_____. Index No. :_____.

Year :_____. Index No. :_____.

<i>Subject</i>	<i>Grade</i>

<i>Subject</i>	<i>Grade</i>

9. *Vocational Qualifications* :-

<i>Course</i>	<i>Year</i>	<i>Subjects</i>	<i>Grade</i>	<i>Name of Institute</i>

10. *Particulars of Experience* :

<i>Institution</i>	<i>Post</i>	<i>Period of Service</i>	<i>Whether a Government/ Semi-Government/ Private Institution</i>

11. Computer Literacy :

Diploma :_____.

Certificate course :_____.

12. Proficiency in English Language :

Diploma in English :_____.

Certificate course in English :_____.

13. Whether you are a citizen of Sri Lanka by descent or registration :_____.

(If by registration, state details) :_____.

14. Have you been dismissed from a Government post that you previously held ? :_____.

15. If you are already in Public Service, are there any Departmental disciplinary inquiries against you ? :_____.

16. Have you been convicted by a Court of Law ? If so, state details :_____.

17. The Peoples' Bank Branch at which the examination fee was paid :_____.

Date of Payment :_____.

Paste here the receipt firmly

I hereby certify that the particulars furnished by me in this application are true and accurate. I am aware that if any particulars contained therein are found to be false and incorrect before the selection I am liable to disqualification, and to dismissal without compensation if such thing is revealed after the appointment.

_____,
Signature of Candidate.

Date :_____.

18. *Attestation of the Candidate's Signature :*

I do hereby certify that Mr./Mrs./Miss making this application is personally known to me and that he/she placed his/her signature in my peresence on.....

_____,
Signature of Attestor.

Date :_____.

(This part is applicable only to the candidates already in Government employment)

Certificate of the Head of Department / Institution :

I hereby certify that Mr./ Mrs./ Miss..... is serving in this Ministry/Department/ Institution in the post of and that his/her work and conduct ae satisfactory and that no disciplinary action is pending against him/her and no decision has been taken to impose any such in future. He/She can/cannot be released from the service if selected for the post applied for.

_____,
Signature of the Head of Department / Institution.

Date :_____.

(Official frank)