

## DEPARTMENT OF EXAMINATIONS, SRI LANKA

### Establishment of the Pool of Resource Persons for Examination Duties

A Pool of Resource Persons will be established from Sri Lankan citizens with a view to obtain support for examination duties of the Department of examinations, Sri Lanka and this includes all the duties with regard to other examinations, except school examinations. Resource Persons will be recruited to the pool for the following duties.

No.	Duty of the resource person
01	Setting and moderation of question papers
02	Translating question papers (Sinhala/Tamil/English/Other)
03	Evaluating answer scripts
04	Evaluation and testing services that need expertise

02. All lecturers/Teachers and officers who serve in State and private institutions including Ministries, Departments, Universities, National Institute of Education, National Colleges of Education, Teacher Training Colleges, Technical Colleges, Schools could apply for this pool. Also, Pensioners who served in above mentioned institutions could also apply.

03. The application prepared as per the specimen application form attached herewith using both sides of an A4 paper in English medium should be sent by registered post to "Commissioner General of Examinations, Evaluation - Institutional Examinations Branch, Department of Examinations, Sri Lanka, National Evaluation and Testing Service, Pelawatta, Battaramulla". Along with the no/s of the duty/duties you wish to apply, mention clearly "Application for the duty of resource person no/s....." at the top left hand corner of the envelope.

#### 04. *Notable :*

- Applications can also be downloaded from the website "www.doenets.lk".
- Applications prepared disregarding the specimen application and non qualified applications will be rejected.
- The signature of the applicant in the application form must be certified by the Head of his/her institution except for retired applicants.
- Payments for the services obtained will be made as per the approved payments of the Department of Examinations, Sri Lanka.
- The applications received continuously will be considered to update the resource pool.

#### 05. *General conditions regarding the appointments :*

- This is not a permanent post. Selection for services and termination of services will be made at the discretion of the Commissioner General of Examinations.
- The services of the selected resource persons may be required on weekdays/weekends/public holidays and even after working hours.
- Confidentiality of the work you will be assigned has to be maintained and special attention should be paid to accuracy and efficiency of the work. You should also read, understand and abide by the provisions stipulated in the Public Examinations Act No. 25 of 1968 and other regulations.

06. Subject fields and relevant subjects for the duties of resource persons are given below.

<i>Subject Field</i>	<i>Subject</i>
1. Religion	Buddhism, Thripitaka Dhamma, Catholicism, Christianity, Hinduism, Islam
2. Language	Sinhala, Tamil, English, Appreciation of Literary Texts (Sinhala/Tamil/English/Arabic) Language and Comprehension (Sinhala/Tamil/English) Pali, Sanskrit, Prakrit, French, German, Hindi, Japanese, Arabic, Korean, Chinese Russian.
3. Mathematics	Mathematics, Combined Mathematics (Pure/Applied), Higher Mathematics, Statistics, Business Mathematics.
4. Science	Physics, Chemistry, Biology (Botany/Zoology) Agricultural Science, Veterinary Science, Health and Physical Education, Horticulture, Animal Husbandry
5. Engineering	Civil Engineering Mechanical Engineering, Electrical Engineering, Electronic Engineering, Computer Science, Motor Mechanical Science, Library and Documentary Science.
6. Technology	Information and Communication Technology, Agriculture and Food Technology, Bio Resource Technology, Designing (Construction/Mechanical/Electrical and Electronic) Technology.
7. Management	Management and Organization Methods, Human Resource Management, Planning and Management.
8. Commerce	Business Studies, Business Statistics, Marketing, Entrepreneurship Education
9. Accountancy	Accounting, Financial Accountancy, Cost Accountancy, Management Accountancy
10. Auditing and Finance	Government Financial Regulations and Accounts, Auditing
11. Finance	Government Financial Regulations, Financial System Banking Systems
12. Economics	Economics
13. Administration	Establishment Code, Office Systems, Office Management
14. Social Science	Political Science, Civil Education, Communication and Media Studies
15. Geography	Geography, History
16. Aesthetics	Art, Kandyan Dancing, Southern Dancing, Sabaragamu Dancing, Bharata Dancing, Eastern Music, Western Music, Carnatic Music, Drama and Theatre (Sinhala/Tamil/English)
17. Law	Law
18. General Knowledge and Comprehension	General Knowledge, Comprehension, General Knowledge and World Affairs (Various fields)
19. Aptitude	Intelligence Tests, Attitude Tests, Aptitude Tests for respective professions
20. Shorthand	Shorthand (Sinhala/Tamil/English) Electronic Type Writing
21. Brail	Brail Translation (Sinhala/Tamil/English)
22. Translation	Relevant subject and Medium
23. Other Field	Other Subjects.

(Mention Subjects and subject fields in your application in English)

In case you are competent in any other subject and subject field apart from the subject fields you have mastered mention those subject fields as well in the application.

B. SANATH PUJITHA,  
Commissioner General of Examinations.

Department of Examinations, Sri Lanka,  
Pelawatta, Battaramulla,  
On 30th January, 2018.

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2	
3	
4	

Registration No. 

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## ESTABLISHMENT OF THE POOL OF RESOURCE PERSONS FOR EXAMINATION DUTIES

- | <i>Field No.</i> | <i>Subject Field</i> | <i>Subjects</i> | <i>Medium</i> |   |   |
|------------------|----------------------|-----------------|---------------|---|---|
|                  |                      |                 | S             | T | E |
|                  |                      |                 | S             | T | E |
|                  |                      |                 | S             | T | E |
|                  |                      |                 | S             | T | E |

07. (i) Mother tongue : \_\_\_\_\_. (ii) Medium studied at school : \_\_\_\_\_.  
(ii) Highest Educational and Professional qualifications :

<i>Course/Degree</i>	<i>Institution</i>	<i>Subjects studied</i>	<i>Medium</i>	<i>Period</i>

08. Professional experience :

<i>Post</i>	<i>Work Place</i>	<i>Period/Years</i>

09. Experience in the applied field :

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

10. Details of two non-related referees to certify particulars given by you : (Optional)

Name		
Post		
Work Place		
Telephone No. (Land)		
Mobile		

11. I do hereby declare that the information furnished above is true and accurate and that I have not been debarred from examination duties or accused of any disciplinary action at present. I am also aware that, I will not be selected if any disqualification is revealed. In case a disqualification is found after recruitment, my duties will be terminated under the Examinations Act, No. 25 of 1968. I acknowledge that the decision of the Commissioner General of Examinations is final regarding this matter.

.....  
Date

.....  
NIC No.

.....  
Signature of the Applicant

### **Certification**

*12. Only for the officers who serve at present :*

I certify that the information provided in the application form from No. 01 to 11 with regard to the above named applicant is true according to his/her personal file and that he/she is eligible for examination duties as a resource person and he/she is in sound health.

.....  
Date

.....  
Official Stamp

.....  
Signature of the Head of Institution

*13. For retired officers only :*

I certify and solemnly declare that the information furnished by me in the above application form is true and correct and that I have not been debarred from examination duties previously or sent on compulsory retirement and that I am in good health to perform examination duties as a resource person.

.....  
Date

.....  
NIC No.

.....  
Signature of the Applicant