

## NORTH WESTERN PROVINCIAL COUNCIL (PUBLIC SERVICE COMMISSION)

### Open Competitive Examination for the Recruitment to the Grade III of the Revenue Inspector of the Department of Local Government of the North Western Provincial Council Public Service -2018

APPLICATIONS are invited from the Sri Lankan Citizens who are permanent residents of the North Western Province to be recruited to the Posts of Grade III of the Revenue Inspector of the Department of Local Government of the North Western Provincial Council Public Service. It is hereby announced that the above examination will be conducted by the North Western Provincial Council Public Service Commission in April 2018 at an Examination Centre established in Kurunegala. North Western Provincial Council Public Service Commission reserves the right of postponing or cancelling the examination.

02. As per the Public Administration Circular No. 03/2016 dated 25.02.2016 the Salary Scale applicable to the Grades III, II and I of the Post of Revenue Inspector is Rs. 27,140 - 10x300-11x350 - 10 x 495 - 10 x660 - Rs. 45,540 - (MN - 1/2016). However, you will be entitled to this salary with effect from 01.01.2020.

#### 03. Educational and other Qualifications :

##### 3.1 Educational Qualifications :

Should have passed 06 subjects in not more than two sittings with Credit passes for Sinhala/Tamil, Mathematics, English and another subject at the General Certificate of Education (Ordinary Level) Examination. (05 subjects out of these subjects should have passed in the same sitting).

and

Should have passed all subjects (excluding Common General Test) in the same sitting at the General Certificate of Education (Advanced Level) Examination. Passing of 03 subjects is sufficient under the Old Syllabus.

##### 3.2 Other Qualifications :

- I. Applicant should be a Citizen of Sri Lanka.
- II. Applicants who are sitting for the competitive examination should be permanent residents within the territory of the North Western Provincial Council for a period at least 03 years preceding to the closing date of applications. (Residency should be established at the interview by producing the Electoral Register or a Certificate issued by the Divisional Secretary based on the Electoral Register).
- III. Should have excellent moral character and should be in good health condition.
- IV. Every applicant should be physically and mentally fit to serve in any area of the North Western Province and to perform the duties of the post.
- V. Age should be not less than 18 years and not more than 30 years as at closing date of applications. (The upper age limit will not be applicable to the applicants who are serving in permanent posts of the Public Service or Provincial Public Service ).

04. **Conditions of Service :**

- 4.1 This post is permanent. The pension scheme applicable to this post will be subjected to a policy decision taken by the Government in future.
- 4.2 The appointees to this post will be subjected to a probation period of 03 years.
- 4.3 The appointees should abide by the regulations of the Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations, Departmental Orders, Disciplinary Procedure Code of the North Western Provincial Council, Financial Regulations Code of the North Western Provincial Council, Scheme of Recruitment and Promotion of the North Western Provincial Revenue Inspector Service and other regulations and orders of the Government and the North Western Provincial Council already issued and will be issued from time to time.

05. **Method of Recruitment :**

70% of the total vacancies will be filled on the results of the open competitive examination. In order to be eligible for the appointment, candidates will have to obtain at least 40% of the marks allocated for each and every subject and 50% of the total marks allocated for the examination. A number of candidates equal to the number of vacancies will be recruited in order of merit according to the marks obtained out of the marks allocated for the examination and through an interview which will be conducted to check the basic qualifications required for the recruitment and to test the physical fitness.

06. **Examination Procedure :**

The examination which will test the qualifications and skills of the candidates for the official duties will comprise of two question papers. This examination will be conducted in Sinhala, Tamil and English mediums and the candidates will not be allowed to change the applied Language medium at a later stage.

- I. Intelligence Quotient Test - Duration : One Hour (100 Marks)  
This is a question paper which tests the general intelligence, logical ability, expression of ideas, numerical Skills and comprehension skills of the applicants.
- II. Language Skills - Duration : One Hour (100 marks)  
This is a question paper which tests the skills of the applicants on spelling, grammar usage, clear and explicit expression of ideas, understanding on language phrases, summerizing and essay skills of the applicants.

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 of the North Western Province **to be credited to Revenue Head 2003-02-13 of Secretary, North Western Provincial Council Public Service Commission**, and the receipt WPSM 02 obtained from the Divisional Secretariat should be affixed in the appropriate place of the application and submitted. Receipts other than the receipts obtained from the Divisional Secretariat, Money orders or stamp Fees will not be accepted. It should be noted that the examination fee is non-refundable under any circumstance and it will not be allowed to transfer the examination fees paid to any other examination.

08. **Application Procedure :**

- 8.1 Applications should be prepared in A4 size (21 cm x 29cm) paper using the both sides as per the specimen application given at the end of this notification. Applications should be prepare including the paragraphs 01 to 03 to the first page and the paragraph 04 onwards to the second and third pages and the applicants should fill

the details legibly in their own handwriting. When preparing the application, it is required to mention the name of the examination on top of the application in English in addition to Sinhala, in Sinhala applications and in English in addition to Tamil, in Tamil applications. Duly filled applications should be sent under registered post to reach “**Secretary, North Western Provincial Council Public Service Commission, Provincial Council Office Complex, Kurunegala**”. The words “**Open Competitive Examination for the recruitment to the Grade III of the North Western Provincial Council Revenue Inspector Service - 2018**” should be clearly written on the top left hand corner of the envelope enclosing the application.

- 8.2 Officers who are already serving in the permanent Public or Provincial Public Service should forward their applications through their respective Heads of the Department/Institution.
- 8.3 The applications not comply with the specimen, not paid the examination fees before the due dates, not given the necessary details incomplete and late applications 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 the photocopies of the completed application and the receipt given for the payment of examination fees. The applications will not be acknowledged.

8.4 *Attestation of the Signature of the applicant :*

The signature of the applicant in the application should be attested by a Principal of a Government School/ a Justice of Peace/Commissioner of Oaths/Attorney-at-Law/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. The admission card, in which the signature of the applicant is duly attested, should be produced to the Examiner at the Examination on the first date of the examination.

9. **The closing date of applications is 09.03.2018**

10. Applications of the candidates who have not fulfilled the qualifications mentioned in this notification will be rejected. The issuance of an admission card to a candidate does not mean that he or she has fulfilled the required qualifications to sit for the examination. The originals of the documents to prove the qualifications should be produced at the interview. It is compulsory that all the candidates must fulfill all the relevant requirements on or before the closing date of applications.

11. **Identity of the Applicants:-**

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

- (i) The National Identity Card issued by the Department of Registration of Persons.  
(ii) A valid Passport.

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

12. Admission cards along with copies of the time table will be issued by the Secretary, North Western Provincial Council Public Service Commission to all applicants who have sent the duly completed applications with the receipts obtained after paying the examination fees, on or before the closing date of applications, presuming that only the persons who possess the qualifications mentioned in this application have applied. Once the admission cards are issued, it will be announced in the official website of the North Western Provincial Council Public Service Commission (www.psc.nw.gov.lk). In case, the admission for the examination is not received after 2 or 3 days of the announcement, it should be notified immediately to the “**Secretary, North Western Provincial Council Public Service Commission, Provincial Council Complex, Kurunegala.**” along with the following details.

- i. Full Name of the Applicant :.....
- ii. Name of the Examination :.....
- iii. Address :.....
- iv. National Identity Card No. :.....
- v. Date and Details of the postal registration :.....

13. If a candidate is found to be ineligible at any stage prior to the appointment, his/her candidature is liable to be cancelled. Even after 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.
14. 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.
15. If there is any mismatch or inconsistency among the language phrases of this notification which is published in Sinhala, Tamil and English the Sinhala text shall prevail.
16. 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 the number of vacancies. 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.

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

Padmini Kariyawasam,  
Secretary,  
North Western Provincial Council Public Service Commission,  
Kurunegala.

24.01.2018

(Any responsibility will not be borne on the facts mentioned in the inaccurate notifications and the applications prepared by various institutions based on this notification)

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### Specimen Application

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF REVENUE INSPECTOR  
SERVICE OF NORTH WESTERN PROVINCIAL DEPARTMENT OF LOCAL GOVERNMENT - 2018

Language Medium of the Examination (Mark ✓ inside the relevant cage)

Sinhala  Tamil  English

01. 1.1 Name with Initials (Sinhala/Tamil) : Mr./Mrs./Miss : \_\_\_\_\_  
\_\_\_\_\_.
- 1.2 Names denoted by Initials (In Block Letters) : Mr./Mrs./Miss : \_\_\_\_\_  
\_\_\_\_\_.
- 1.3 Name in Full (Sinhala/Tamil) : Mr./Mrs./Miss : \_\_\_\_\_  
\_\_\_\_\_.
- 1.4 Name in Full (In Block Letters) : Mr./Mrs./Miss: \_\_\_\_\_

1.5 National Identity Card No. :

02. 2.1 Current Address (In Block Letters) : \_\_\_\_\_  
 \_\_\_\_\_

2.2 Current Address (Sinhala/Tamil) : \_\_\_\_\_  
 \_\_\_\_\_

2.3 Telephone Number : Private : \_\_\_\_\_ Official : \_\_\_\_\_

03. Gender (Mark X inside the relevant cage)

Female :  Male :

04. Date of Birth : Year : \_\_\_\_\_ Month: \_\_\_\_\_ Date: \_\_\_\_\_

05. Age as at 09.03.2018 which is the closing date of application :

Years : \_\_\_\_\_ Months : \_\_\_\_\_ Days: \_\_\_\_\_

06. Period of Residence in the North Western Province as at 09.03.2018

Years: \_\_\_\_\_ Months: \_\_\_\_\_ Days : \_\_\_\_\_

07. Educational and Other Qualifications : (As per the paragraph 3.1 of the notification)

Index Number and the Year of the G. C. E. (Ordinary Level) Examination

	Year	Index No.
First Sitting		
Second Sitting		

Results of the G.C.E. (Ordinary Level) Examination :

	Subject	Result at the First Sitting	Result at the Second Sitting
01			
02			
03			
04			
05			
06			
07			
08			
09			
10			

Index Number and the Year of the G. C. E. (Advanced Level) Examination

Year : \_\_\_\_\_ Index Number : \_\_\_\_\_

	Subject	Result

08. Receipt Number for the Payment of Examination Fees : \_\_\_\_\_

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

Divisional Secretariat Where the receipt was obtained : \_\_\_\_\_

Affix the receipt firmly inside this cage

09. Declaration of the Applicant :

I, .....hereby declare that the particulars furnished by me in this application are true and accurate to the best of my knowledge and belief and the receipt No. ....dated.....issued for the payment of the examination fee is affixed. I also agree to be bound by the rules governing the examination and any decision that may be taken to cancel my candidature prior to, during or after the examination, if it is found that I am ineligible according to the regulations of this examination. Further, I agree to be bound by the rules and regulations imposed by the North Western Provincial Council Public Service Commission with regard to the conducting of the examination.

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

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

**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 .....

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

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

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

(This certificate should be attested by a Principal of a Government School/a Justice of Peace/Commissioner of Oaths/Attorney-at-Law/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).

**Recommendation of the Head of Department for the applicants who are currently serving in the Public Service or Provincial Public Service**

(Delete unnecessary words)

I hereby certify that Mr./Mrs.Miss.....is working permanently in this Ministry/Department/Institution in the Post of .....and his /her service is satisfactory, he/she has been/not been dismissed or sent/not sent on compulsory retirement on inefficiency as a sympathetic alternative, he/she is considered/not considered as an officer who has vacated the post, and he/she can/cannot be released from the service if he/she is selected for a post on the results of this examination.

\_\_\_\_\_,  
 Signature of the Head of Department,  
 (Place the rubber stamp.)

Date :.....