

**OPEN COMPETITIVE EXAMINATION
FOR RECRUITMENT TO CLASS 3 GRADE
III OF SRI LANKA INFORMATION AND
COMMUNICATION TECHNOLOGY
SERVICE - 2018**

1.0 APPLICATIONS are hereby called from qualified citizens of Sri Lanka for the open competitive examination for recruitment to the post in Class 3 Grade III of Sri Lanka Information and Communication Technology Service.

2.0 Candidates who satisfy the prescribed qualifications shall be selected on merit, on the results of a written examination to be conducted by the Commissioner General of Examination to the posts in Class 3 Grade III the Sri Lanka Information and Communication Technology Service.

3.0 The total number of vacancies to be filled is 911. Effective date of appointments shall be determined by the Director General of Combined Services. Further, the Director General of Combined Services reserves the right to decide the number of vacancies filled.

4.0 Three percent (3%) from the vacancies to be filled shall be reserved for persons with disabilities. Only 3% of the persons with disabilities who secure highest marks in the examination out of those who get qualified at the

examination shall be selected for appointments. The minimum level of marks candidates should secure to be selected for appointments is 50% from total marks. A candidates selected for an appointment shall be referred to a Special Medical Board and, by a report obtained from a medical specialist; he/she should establish the disablement and the fact that, it does not hinder performance of duties of the respective post.

5.0 *Salary* :- Monthly salary scale entitled to grade 3 - III, 3 - II and 3-I of Sri Lanka Information and Communication Technology Service as per Public Administration Circular No. 03/2016 (MT-01-2016) dated 25.02.2016 is Rs. 29,840 - 10x300 - 11x350 - 10x560 - 10x660 - 48,890/-.

Note.— Your shall be entitled to the salary from 01.01.2020
Until then, salary shall be paid as per the provisions of Schedule II of the above circular.

6.0 This post is permanent. The pension scheme entitled to the officers appointed to Class 3, Grade III of Sri Lanka Information and Communication Technology Service from this examination shall be determined on the policy decision made by the government in future.

7.0 *Qualifications.*— Following qualifications are applicable for recruitment to Class 3 Grade III of Sri Lanka Information and Communication Technology Service :

- (a) Should be a citizen of Sri Lanka.
- (b) Should be not less than 18 years and not more than 35 years of age on the closing date of applications. (Accordingly, only whose birth day falls on or before 21.05.2000 and on or after 21.05.1983 shall be eligible to apply for this)
- (c) Should be of good character and sound physical health.
- (d) Should be bound to serve in any part of the island
- (e) *Educational qualifications* :
 - (1) Shall have passed six (06) subjects with five (05) credit passes including Language, Mathematics and English Language at the G.C.E. (Ordinary Level) examination at one sitting.
- (f) *Professional Qualifications* :
 - (a) Shall have followed and completed a Diploma /Higher Diploma or any other

course at Higher level relevant to Computer Scienc/information Technology/Information and Communication Technology from a University recognized by the University Grants Commission or a degree awarding institute recognized by the University Grants Commission.

or

- (b) Shall have followed and completed a Diploma or higher course or a course of which the duration is not less than 1500 hours in the field of Computer/Information Technology/Information and Communication Technology which is recognized by the University Grants Commission.

or

- (c) Shall have completed, obtained following qualifications from an institution recognized by Tertiary and Vocational Education Commission or a statutory institution, which has been established by an Act Passed by the Parliament.

- (1) National Vocational Qualification (NVQ) five (05) or higher NVQ certificate in the field of Computer/Information Technology/Information and Communication Technology.

or

- (2) A course in the field of Computer/Information Technology/Information and Communication Technology of which the duration is not less than 1500 hours.

Note :- It is compulsory for every applicant to satisfy all the qualification relevant to the post on or before the closing date of applications.

8.0 *Scheme of the examination* :-

- 8.1 The examination shall consist of two papers. This examination shall be held in Sinhala, Tamil or English medium. Candidates shall not be allowed to change the language medium applied once it is selected.

8.2 Subjects and the marks allocated for each subject are mentioned below.

	Marks	Duration (Hour/s)
(i) Information and Communication Technology	100	2
(ii) Aptitude Test	<u>100</u>	1
Total Marks	<u>200</u>	

Information and Communication Technology Written Test.– The paper shall consists of structured and multiple choice questions to measure the general Knowledge of the candidate on information and Communication Technology, knowledge on operational systems/software/hardware, web and other system analysis, design, testing, implementation and maintenance, knowledge on creating and maintaining database, knowledge on network management, knowledge on fields such as internet and e-mail. All the questions should be answered.

Aptitude test.– This paper consists of questions to test statistical ability and logical reasoning of the candidate. It consists of 50 multiple choice questions and questions for short answers and all the questions should be answered.

Note :- These question papers shall be designed to test the eligibility and ability of the candidate for the duties of the service. Although this is a competitive examination, candidates should secure at least forty percent (40%) of the marks allocated for each subject and an aggregate of at least fifty percent (50%) of the total marks of the examination. Marks shall be deducted in every written paper for illegible hand writing and spelling mistakes. Appointments shall strictly be made in the order of the marks scored, depending on the number of vacancies set apart to be filled on the results of the competitive examination.

8.3 The result sheet containing the name list of candidates, who have passed the examination and equivalent to the number of vacancies expected to be filled, shall be issued to the Director General of Combined Services by the Commissioner General of Examination. In addition to the above, the Commissioner General of Examination shall issue personally to all the candidates a result sheet containing the marks for each subject, total marks or published in the website of the Department of Examinations www.results.exams.gov.lk.

9.0 *Penalty for furnishing false information.*– The candidate should be very careful to include the correct particulars in the application. If it is found that any candidate is not eligible according to the rules and regulations of this examination his/her candidature can be cancelled at any time before, during or after the examination. Further, if it is found that any information furnished by a candidate is false he/she is liable to dismissal at any time from the public service.

10.0 *Examination Fees.*– Examination fee is Rs. 500. This fee can be paid to any Divisional or District Secretariat under the head 2003.02.13 of the Commissioner General of Examination. The receipt obtained should be affixed in the relevant cage of the application so as not to be detached. (A photo copy of the receipt should be kept for further reference.) Under no circumstances the examination fee shall be refunded and money orders and stamps are not accepted.

11.0 (i) *Applications.*– Applications should be prepared in the following manner using papers of size A4 (21 x 29 cm) :

- Cages from 01 to 03 should appear on the first side of the page.
- Cages from 04 onwards should appear on the other pages. The application should be prepared using both sides of the paper and it should be perfected in the language medium in which the candidate sits for the examination.
- The title of the examination appearing in the specimen should be indicated in English language as well, on both Sinhala and Tamil application forms.

Applications which are incomplete and not prepared in accordance with the specimen form shall be rejected without any notice. Applications of those who haven't paid examination fee on or before due date shall also be rejected. Candidates should be responsible for any loss incurred by them due to incomplete applications. It would be advisable to keep a photocopy of the completed application form and it is the responsibility of the candidate to make sure that the application form perfected by himself/ herself complies with the specimen given in the examination notice. Otherwise, the application could be rejected.

(ii) The town and number of the town in which the applicant wishes to sit for the examination as per Schedule 1 shall be indicated as first and second choice on the order of preference. Candidates are not allowed to change the town in which they apply to sit for the examination. At the

instances where the number of candidates apply for a certain town, is not sufficient to maintain an examination center, they shall be directed to the town which they have indicated as second preference. If there is no sufficient number of candidates even at the second center, the candidates shall be directed to an adjoining city. However, the Commissioner General of Examination shall take action to conduct the examination only in Colombo if it is found that there is no sufficient number of applicants at all or most of examination centers.

11.1 All applicants who have paid prescribed examination fees and forwarded their applications on or before the prescribed date shall be allowed to sit for the competitive examination, by the Commissioner General of Examinations, on the presumption that only those who possess qualifications as indicated in the *Gazette* Notification have forwarded their applications. Issuance of an admission card to a candidate to sit for the competitive examination does not mean to have accepted that he possesses all the qualifications for this post. If it was found at the interview that the applicant does not possess the required qualifications as per the *Gazette* Notification, his or her candidature shall be cancelled.

11.2 The words "Open Competitive Examination for Recruitment to the Posts in Class 3 Grade III of Sri Lanka Information and Communication Technology Service - 2018" should be written on the top left - hand corner of the envelope in which the application is enclosed.

11.3 Candidates' signature in the application form should have been attested by a principal of a Government School, a Justice of the Peace, Commissioner for Oaths Notary Public 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 Service whose annual Salary is Rs. 240,360 or above.

11.4 Applications duly perfected should be sent by registered post to reach the following address on or before 21st of May 2018.

Commissioner General of Examinations
Organization and Overseas Examinations Branch
Department of Examinations, Sri Lanka
PO. Box 1503,
Colombo.

12.0 *Sitting for the Examination.* – A notification shall be published in newspapers as soon as the admission cards are issued to the candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. It would be advisable to keep the following in hand at the time of calling the Department of Examinations. i. e. certified photocopies of the application form and the receipt kept at your possession, receipt of registration and, in case of applicants outside Colombo, letter of request furnishing a fax number to which the admission card should be sent.

13.0 Candidates should furnish one of the following documents to the Supervisor of Examination in support of their identity.

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

14.0 Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examination for the purpose of conducting examinations and they shall be liable to be subjected to any punishment imposed by Commissioner General of Examination for violation of these rules and regulations.

15.0 Any matter not referred to herein shall be decided by Director General of Combined Services. All candidates are bound to comply with the general examination rules published in this *Gazette*.

16.0 In the event of any inconsistency between the Sinhala Tamil and English texts of this notification, the Sinhala text shall prevail.

K.V.P.M.J. GAMAGE,
Director General of Combined Services,
Ministry of Public Administration and
Management.

Ministry of Public Administration and Management,
Independence Square,
Colombo 7,
06th of April 2018.

Specimen Application

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO CLASS 3 GRADE III OF SRI LANKA INFORMATION AND COMMUNICATION TECHNOLOGY SERVICE - 2018

(Indicate the relevant symbol / number in the cage)

(For office use only)

Medium of Examination :

Sinhala - 2

Tamil - 3

English - 4

(Indicate the relevant number in the cage)

- * Indicate the town and number of the town in which you intend to sit for the exam as per Para. 11 (ii) of the *Gazette* Notification. (Refer schedule I for exam centers and numbers of the towns)

	Town	Number of the town
1st Selection		
2nd Selection		

- * Are you sitting for the examination under the category of disability of rehabilitation as per Para 4.0 of the *Gazette* Notification? (Candidate may refer Para 4.0 of the *Gazette* Notification carefully before filling this section since only the differently able candidates are required to mention "yes" in this part)

Yes - 1

No - 2 (Indicate the relevant number in the cage)

- 1.0 1.1 Name, with initials at the end :_____.
(in English block capital Example : (GUNAWARDHANA, H.M.S.K.)

1.2 Name in full (In English block capitals) :_____.

1.3 Name in full (In Sinhala/ Tamil) :_____.

1.4 National Identity Card No. :

- 2.0 2.1 Permanent Address :_____.
(In English block capitals)

2.2 Permanent Address :_____.
(In Sinhala/ Tamil)

2.3 Address to which admission card should be sent :_____.
(In English block capitals)

- 3.0 3.1 Sex : Male - 0
Female - 1 (Indicate the relevant number in the cage)

3.2 Date of birth : Year Month Date

3.3 Age as at 21.05.2018 : Years Months Days

3.4 Mobile number :

4.0 Educational Qualifications

4.1.0 Particulars of G. C. E. (O/L) Examination :

- (i) Year and Month of the Examination : _____.
(ii) Index Number : _____.
(iii) Results :-

<i>Subject</i>	<i>Grade</i>	<i>Subject</i>	<i>Grade</i>
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

5.0 Professional Qualifications :

- (i) Name of the Computer Course followed : _____.
(ii) Institute from where the course was followed : _____.
(iii) Date of completion of the course : _____.
(iv) Duration of the Course : _____.
(v) If the course is at the level of NVQ 05 or above, indicate the level : _____.
(vi) If the duration of the course is not less than 1500 hours and relevant to the field of Information Technology, indicate the number of hours : _____.

6.0 Have you ever been convicted from a court for any charge?

(Indicate √ in the cage) (If yes, give details)

Yes

☐

No

☐

7.0 Details of the receipt of payment of examination fee :

- (i) Office to which the examination fee was paid : _____.
(ii) Number and date of the receipt : _____.
(iii) Amount paid : _____.

Affix the receipt here so as not to be detached
(It would be advisable to keep a photo copy of the receipt)

8.0 Certification of the candidate :

- (a) I declare that information given in this form is true to the best of my knowledge. I agree to bear any loss incurred by due to not completing some sections of the application and / or completing incorrectly. Further, I declare that all the sections of this application are perfected correctly and the receipt No. dated obtained at the payment of the examination fee is affixed herein.
(b) I am aware that if the declaration made by me is found to be false I am liable to disqualification before appointment and to dismissal from service if the inaccuracy is detected after appointment.
(c) Further, I agree to be bound by the rules and regulations imposed by Commissioner General of examinations on conducting the examination.
(d) I will not change any of the information furnished here.

_____,
Signature of Applicant.

Date : _____.

9.0 Attestation of the applicant's signature :

SCHEDULE I

I hereby certify that Mr/Mrs/Miss who submits this application is known to me personally, he/she placed his/her signature in my presence on and further he/she has paid that due examination fee and has affixed the receipt.

_____,
(Signature of the Officer attesting the Signature).

Date :_____.

Name in full of the Officer Attesting the Signature :_____.

Designation :_____.

Address :_____.

(Place official stamp)

10.0 Recommendation of the Head of the Department :
(This section is applicable only for the applicants in Public Service)

I hereby certify that Mr./Mrs./Miss who is submitting this application is serving in a permanent post in this Department and he/she has satisfied the qualifications for applying for this post as per this examination notification and that he/she could be released from his/her present post, if selected for the position.

_____,
Signature of Head of the Department.

Date :_____.

Name :_____.

Designation :_____.

(Place official stamp)

TOWNS IN WHICH EXAMINATION CENTERS ARE ARRANGED

<i>Town</i>	<i>Number of the Town</i>
Colombo	01
Gampaha	02
Kalutara	03
Matale	04
Kandy	05
Nuwaraeliya	06
Galle	07
Matara	08
Hambantota	09
Jaffna	10
Mannar	11
Mulativu	12
Vavuniya	13
Trincomalee	14
Batticaloa	15
Ampara	16
Puttalam	17
Kurunegala	18
Anuradhapura	19
Polonnaruwa	20
Badulla	21
Moneragala	22
Kegalle	23
Rathnapura	24
Kilinochchi	25