

**OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE 11 OF TRANSLATOR  
OF WESTERN PROVINCIAL PUBLIC SERVICE - 2018**

APPLICATIONS are hereby invited for selection of qualified individuals to be recruited for below mentioned vacancies in Translator Service of Western Provincial Public Service.

01.

Name of Designation
➤ Translator (Sinhala / Tamil)
➤ Translator (Tamil / English)

02. Final date of receiving applications **18.06.2018**

03. 3.1 *Common Qualifications :*

- a) Should be a citizen of Sri Lanka.
- b) Must be physically and mentally fit and be of excellent character.
- c) Should be permanent resident of Western Province for a continuous period of 03 years immediately preceding the closing date of applying.
- d) Age limit must be not less than 22 years and not more than 45 years (The maximum age limit will not be applicable if the applicant is already in Public or Provincial Public Service.)

04. **Service Conditions :**

The post is Permanent. Pensionable. You should adhere to the policy decisions taken by the government regarding the pension scheme that you are entitled for. Further should adhere to the relevant service minute and the services conditions of the government.

05. **Educational Qualifications :**

- 5.1 Having obtained a degree from a university recognized by University Grants Commission. And
- 5.2 Having a credit pass in the first language at the G.C.E. (O/L) Examination. And
- 5.3 Having a credit pass in the second language.

For Sinhala / Tamil Translators

Having obtained a credit pass for first language with a credit pass for Tamil language at G. C. E. (O/L) Examination or an equivalent Examination, OR

Having obtained any acceptable higher qualification in Tamil language.

For Tamil / English Translators

Having obtained a credit pass for first language with a credit pass for English language at G. C. E. (O/L) Examination or an equivalent Examination, OR

Having obtained any acceptable higher qualification in English language.

**06. Salary Scale :**

The Salary Scheme for this post will be the salary scale of Rs. 36,585 - 10 x 660 - 11 x 755 - 15 x 930 - Rs. 65,440/- (MN6 - 2016) as per no. 03/2016 and the first schedule of the Public Administration Circular dated 25.02.2016 But the salary will be paid to you according to the provisions of second schedule of it.

**07. Method of Recruitment :**

Candidates should face the following written examination. The recruitment for the vacancies will be done based on the order of marks obtained at the examination from the passed candidates.

*7.1 Detail of written examination :*

Written examination will consist of following question papers.

<i>Subject</i>	<i>Time</i>	<i>Maximum Marks</i>	<i>Pass Mark</i>
Translation	03 hours	100	40
English Language	01 hour and 30 minutes	100	40
Sinhala Language	01 hour and 30 minutes	100	40
Tamil Language	01 hour and 30 minutes	100	40
Comprehension	01 hour and 30 minutes	100	40

*Syllabus of written Examination :*

- 7.1.1 Translation - Translation of difficult passages taken from official, scientific, legal and technical documents and classical literature including extracts from an official documents, report or newspaper article either way of followings,  
I. From Sinhala to Tamil and Tamil to Sinhala  
II. From Tamil to English and English to Tamil  
(A high standard of competence is expected in Translation)
- 7.1.2 English / Sinhala / Tamil language question papers - For this purpose question papers will be designed in three languages and the candidates should sit for the relevant papers in two languages.
- 7.1.3 I. English Language : An essay, summary, construction of sentences using words to bring out their meaning explaining the meaning of idioms, analysis of compound and complex sentences into clauses.  
II. Sinhala Language : A candidate will be required to write an essay, to make a precis, to summarize a given passage in candidate's own words, to construct sentences using words to bring out their meaning, to correct grammatical errors in sentences and to explain the meaning of idioms.  
III. Tamil Language : A candidate will be required to write an essay, to make a precis, to summarize a given passage in candidate's own words, to construct sentences using words to bring out their meaning, to correct grammatical errors in sentences and to explain the meaning of idioms.
- 7.1.4 Comprehension :- The comprehension paper will be prepared in Sinhala/Tamil/English languages and the candidates are allowed to answer the question papers in one of the languages according to their choice.  
Candidates will be given a set of passages, and also candidates will be presented with a set of alternative statements one of which fits the content of the passage best. He would be required to pick the most appropriate statement. In case of other passages questions will be set to test the extent to which the candidates is able to grasp the meaning of the passage.  
**N. : B.** Marks will be deducted for bad handwriting and spelling mistakes. A candidate whose handwriting is liable to be disqualified.

- 7.2 Publishing the list of including the names of qualified applicants from this examination will be done by Western Provincial Public Service Commission informing candidates in private, by post or through [www.psc.wp.gov.lk](http://www.psc.wp.gov.lk) by Western Provincial Public Service Commission.

**08. Method of Application :**

- 8.1 The fee for the examination Rs. 600/-. Fees should be paid in cash to any Divisional Secretariat situated within Western Province to be credited to Western Provincial Revenue Head 20-03-02-99. The receipt received should be affixed in the relevant cage of the application.
- 8.2 The completed applications that are the prepared in accordance with the attached specimen application form should be sent by registered post to the "Secretary, Provincial Public Service (W.P.), No. 109, Maha Veediya, Battaramulla" so as to reach on or before 18.06.2018 Receipt of applications shall not be acknowledged. The top-left and corner of the envelope containing the application should clearly bear the words "Open Competitive Examination for Recruitment to Grade 11 of Translator of Western Provincial Public Service - 2018". Applications that are received after the closing date and incomplete and the ones that have not fulfilled the required qualifications will be rejected without prior notice.
- 8.3 Western Provincial Public Service Commission has the final decision regarding the relevant facts that are disclosed/undisclosed by this application calling notification.
09. This advertisement is published in Sinhala, Tamil and English medium and if there are any incompatibility of inconformity in the translations Sinhala medium advertisement will be considered as correct and action will be taken accordingly.
10. This advertisement and specimen application are also published on official website [www.psc.wp.gov.lk](http://www.psc.wp.gov.lk) of Western Provincial Public Service Commission.

M. G. A. THILAKARATHNA,  
Secretary,  
Provincial Public Service Commission,  
Western Province.

25th April, 2018.

**Specimen Application Form**

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE 11 OF TRANSLATOR OF WESTERN  
PROVINCIAL PUBLIC SERVICE - 2018

(For Official Use)

\* Put ✓ mark as per No. 1 of the notification

Translator (Sinhala / Tamil)	
Translator (Tamil / English)	

• Language Medium  
Language Medium for comprehension Paper  
(Put ✓ mark in the relevant box)

Sinhala	
Tamil	
English	

Two Language mediums according to the post  
applied for  
(Put ✓ mark in the relevant box)

Sinhala	
Tamil	
English	

- 1.0 1.1 Name in Full (In English block letters-) :—————. (Ex. : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA).
- 1.2 Last name with initials at the end (In English block letters) :—————. (Ex. : GUNAWARDHANA, H. M. S. K.)
- 1.3 Name in full (In Sinhala/Tamil) :—————.
- 1.4 National Identity Card Number
- 2.0 2.1 Permanent Address (In English block letters) :—————.
- 2.2 Permanent Address (In Sinhala/Tamil) :—————.
- 2.3 Address to which the admission should be sent :  
(i) In Sinhala / Tamil :—————.  
(ii) In English block letters :—————.
- 2.4 Telephone Number :  
Private :—————. Office :—————.
- 3.0 3.1 The designation, if you are already working :—————.
- 3.2 Appointment Date of relevant post and Service Duration as at 18.06.2018:—————.
- 3.3 Field to which the relevant post belongs to :—————.
- 3.4 The fact to which your designation belongs to ; The government / Provincial Public Service / Government Corporation / Another Institution :—————.
- 3.5 Name and Address of relevant institution :—————.
- 3.6 Official Telephone Number :—————.
- 4.0 Gender - (Write the relevant number in the box) :  
Male - 0   
Female - 1
- 4.1 Permanent resident district of the applicant : Colombo - 1   
Gampaha - 2   
Kalutara - 3 (Write the relevant number in the box)
- 4.2 Divisional Secretariat :—————.
- 4.3 Duration of permanent residency in Western Province :  
Years :  Months :  Days :
- 4.4 Are you a Sri Lankan citizen by birth or by registration ? :—————.
- 4.5 Civil Status - Married - 2, Unmarried - 1   
(Write the relevant number in the box)
- 4.6 Date of Birth - Year :  Month :  Date :
- 4.7 Age as at the closing date of applications : Years :  Months :  Days :

5.0 Educational Qualifications :

(Relevant qualifications for the applied post should be mentioned as per No. 05 of Application calling Notification and the copies should be attached.)

5.1 Details of the degree

- Name of Degree -
- Name of University -
- Effective date of degree -

5.2 Details of G.C.E (O/L) as per notification Year :———. Index Number :———. According to the post applied for,

	<i>Subject</i>	<i>Pass</i>
Mother Language		
Second Language		

5.3 Details of the advanced or equal qualification in case of not having obtained a credit pass in G.C.E. (O/L) for the Second language regarding the applied post.

5.3.1 Second Language - (Put ✓ mark in the relevant box)

Sinhala	
Tamil	
English	

5.3.2 Details of course or higher qualification (Mention the name)

5.3.3 Institute by which the certificate was issued -

5.3.4 Effective date of certificate -

6.0 Details of the receipt -

- (i) Divisional Secretariat to which examination fee was paid :———.
- (ii) Receipt number and date :———.
- (iii) Amount paid :———.

Affix the receipt here firmly

7.0 Declaration by the applicant :

- (a) I hereby declare that the above mentioned herein true and correct according to my knowledge. I agree to bear the losses of not completing and /or erroneously completing. All the sections here are duly completed.
- (b) If it is found that this declaration is false, I know that I would become ineligible to be appointed for the post and to be dismissed from the post even after being appointed.
- (c) Further, I will adhere to the rules and regulations of Western Provincial Public Service Commission and I hereby agree to accept the decision of cancelling my candidacy if proved ineligible for the examination conditions.
- (d) Any information stated here will not be changed later.

\_\_\_\_\_  
Signature of Applicant.

Date :———.

8.0 Certifying the signature of the applicant .-

I hereby certify that I personally know this applicant Mr. /Mrs. /Miss ..... that he/she has paid the required examination fee, that he / she has affirmed that receipt to the application and that he/she has signed in front of me on .....

.....  
Signature and Official Seal of Certifying .  
Officer.

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

Full name of Certifying Officer :\_\_\_\_\_ ,

Designation :\_\_\_\_\_ ;

Address :\_\_\_\_\_ ;

**Certificate of Head of Department for Applicants in Government Service**

I hereby certify that Mr./Mrs./Miss .....that produce this application is currently working at ..... office/institute from ..... to ..... (date) as ..... (designation). at permanent/temporary/casual post (cut off irrelevant), that he/she has completed a satisfactory service period of 5 years as at 18.06.2018, that his/her service is commendable, that he/she will/will not be released from the current post in case of being selected for appointment as per result of this examination and that the above details are accurate.

.....  
Signature official seal of Head of Department.

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

Name of Certifying Officer :\_\_\_\_\_ ;

Designation :\_\_\_\_\_ ;

Address :\_\_\_\_\_ ;