

**DIRECT RECRUITMENT TO THE
GRADE III OF SRI LANKA ACCOUNTANT'S
SERVICE ON MERIT AS PER
PROFESSIONAL QUALIFICATION – 2016**

APPLICATION are called for recruitment to the post of Accountants Grade III of Sri Lanka Accountants Service as per Para 7.4 of the Service Minute of Sri Lanka Accountants' Service published in the *Gazette Extraordinary* of the Democratic Socialist Republic of Sri Lanka No.1670/33 dated 10.09.2010. The application prepared in accordance with the specimen form annexed to this notification should be sent by registered post to the Secretary to the Ministry of Public Administration, Provincial Councils, Local Government and Democratic Governance on or before 25th June, 2018. The words "Application for the post of accountant Grade III of the Sri Lanka Accountants' Service" should be written on the top left hand corner of the envelop enclosing applications.

02. *Method of Recruitment.* – Applications will be called through a public notification from the persons who possess following qualifications and the officers will be selected on the results of a Structured Interview conducted by an interview board appointed by the Public Service Commission in order to fill not more than 35 vacancies in Grade III of the Sri Lanka Accounts Service. Candidates can appear at the structured interview in a language he/she prefers.

03. *Conditions of Service.* – Selected candidates will be appointed to the grade III of Sri Lanka Accountants Service subject to general conditions of governing appointment of the public service, conditions prescribed in the Minute of the Sri Lanka Accountants Service Published in the extraordinary *Gazette* of the Democratic Socialist Republic of Sri Lanka No. 1670/33 dated 10.09.2010 and the amendments made thereto or to be made hereafter.

- (i) This appointment is permanent. You should be subjected to the policy decisions taken by the government with regard to pension. Further, you should contribute to the Widows' and Orphans' Pension or Widowers' and Orphans' Pension. You should make the contributions as prescribed by the government from time to time.
- (ii) Officers should acquire language proficiency as per Public Administration Circular No. 1/2014.
- (iii) This appointment is subjected to the procedural rules of the Public Service Commission,

Establishment Code of Democratic Socialist republic of Sri Lanka, Financial regulations of the Government, other regulations of the Government, Circulars and instructions and revisions made to the above from time to time.

04. *Structure and monthly salary scale.* – As per the salary circular *i.e.* Public Administration Circular No. 3/2016, this post is entitled to the Monthly salary scale – SL 1 – 2016 – Rs. 47,615 – 10X1,335- 8X1,630-17X2,170 – Rs. 110,895, as per the salary Category SL 1-2016.

(Salaries are paid as per the provisions in the Public Administration Circular 03/2016 dated 25.02.2016 as mentioned in Schedule II therein).

05. *Professional Qualifications :*

- (i) Should have passed the final Examination of the Institute of Chartered Accountants of Sri Lanka
Or
- (ii) Should have passed the Final Examination of an Institute of Chartered Accountants in a Commonwealth Country.
Or
- (iii) Should have passed the Final Examination of an institute of Chartered Management Accountants in a Commonwealth Country
Or
- (iv) Should have passed Final Examination of the institute of Chartered Certified Accountants.
Or
- (v) Should have passed the final Examination of Association of Chartered Certified Accountants of United Kingdom

06. *Physical Fitness.* – All candidates should be physically fit in all aspect to serve in any part of Sri Lanka.

07. *Other Qualification :*

- (i) Should be a citizen of Sri Lanka
- (ii) Should be of excellent moral character
- (iii) A person holding priesthood in any of the religious sect will be ineligible to face the structured interview as per 7.4.2.6 (iii) of the service minute.
- (iv) Date of Eligibility.

A candidate will be deemed to have fulfilled necessary qualification for appointment to the service if he has completed the above necessary qualifications in all aspects on the date of publication of the *Gazette* notification calling for application. Copies of certificates should be attached to the application in supports of qualifications.

08. *Age Limit.* – Candidates should be not less than 22 years and not more than 35 years on the date of publication of the *Gazette* notification.

09. Candidates should forward following documents along with the application :

- (a) A Copy of the Birth Certificate.
- (b) Copies of The highest educational and professional certificates.
- (c) Two testimonials (one of them should be from the principal/ Lecturer or Professor of the University).

10. Structured marking scheme for direct appointment on merit basic :

Serial No.	Subject	Marks	Maximum Marks
01	<p><i>Professional Qualifications :</i></p> <p>I. Should be a Diploma Holder in Accountancy or Commerce as a subject obtained from the Sri Lanka Technical College/Sri Lanka Institute of Higher Technical Education.</p> <p>II. Pass in the Licentiate II /Intermediate examination, Accounting and Business Certificate II/ Business Steps, of the Institute of Chartered Accountants of Sri Lanka, Stage II examination of the Institute of Chartered Institute of Management Accountants, A pass in the Professional Part I of the Association of Chartered Certified Accountants.</p> <p>III. A pass in final Part I examination of the Institute of Chartered Accountants of Sri Lanka, A pass in the Stage III examination of Chartered Institute of Management Accountants or a pass in the Professional Part II examination of the Association of Chartered Certified Accountants.</p> <p>IV. Should have obtained the Associated Membership of the Institute of Chartered Accountants of Sri Lanka, Chartered Institute of Management Accountants or Association of Chartered Certified Accountants or any other recognized professional qualifications.</p> <p>V. Possession of a Fellowship of the Institute of Chartered Accountants of Sri Lanka or Chartered Institute of Management Accountants or Association of Chartered Certified Accountants or any other recognized professional qualifications.</p>	<p>15</p> <p>20</p> <p>30</p> <p>40</p> <p>50</p>	50
02	<p>Educational qualifications Marks</p> <p>I. General Degree - Pass</p> <p>II. Special Degree -Pass</p> <p>III. General Degree with 2nd Class</p> <p>IV. Special Degree with 2nd Class</p> <p>V. General Degree with 1st Class</p> <p>VI. Special Degree with 1st Class</p> <p>VII. Postgraduate Diploma</p>	<p>10</p> <p>12</p> <p>12</p> <p>13</p> <p>13</p> <p>15</p> <p>17</p>	25

Serial No.	Subject	Marks	Maximum Marks
	(In the relevant fields such as Public Finance Management, Finance Management, Public Finance, Accounting, Development Finance, Commerce, Economics, Business Administration, Information Technology, Public Policies and Project Management)		
	VIII. Postgraduate Degree – without a thesis (In the relevant fields such as Public Finance Management, Finance Management, Public Finance, Accounting, Development Finance, Commerce, Economics, Business Administration, Information Technology, Public Policies and Project Management)	20	
	IX. Postgraduate Degree – with a thesis (In the relevant fields such as Public Finance Management, Finance Management, Public Finance, Accounting, Development Finance, Commerce, Economics, Business Administration, Information Technology, Public Policies and Project Management)	25	
03	Experience : Experience gained after satisfying the professional qualifications will be considered here. Total of 20 marks for experience of 04 years by allocating 05 marks for each year		20
04	For Board of Interview : These marks will be awarded by the Board of Interview based on the skills shown in facing the interview		05
	Total		100

11. An Officer who is already in the public Service/ the Provincial Public Service should forward his/her original application through head of the department to reach the **Secretary, Ministry of Public Administration and Management, Independence Square, Colombo 07**. Another copy of the application may be directly forwarded to the same address before the closing date of application.

12. *Method of Application :*

- The application should be prepared by the candidates himself strictly in accordance with the specimen form annexed to this notification on sheet of paper A 4 size.
- Item No. 01 to 05 of the application should be on the first page. The application should be in the language in which the candidates eligible to face the interview. However, the Heading should be written in English (Block Capitals) as well in addition to the official language when preparing the application.
- Incomplete applications are liable to be rejected. No appeals will be considered in respect of loss of applications in the post and applications received after the closing date.
- If any particulars furnished by candidates are found incorrect and has been done so within his / her knowledge or that he/she has willfully suppressed a material fact he/she will be liable to disqualification to receive an appointment and dismissal from the public Service.

13. The effective date of appointment and the number of appointments is decided by the Public Service Commission. Public Service Commission reserves the right to fill a certain number of vacancies or all the vacancies.

14. Selected candidates should pass First Efficiency Bar Examination in the following subjects prior to the confirmation in his/her post at the end of the probation period

- Government financial Procedures
- Law and Management
- Administration
- Report writing and presenting information to the management.

15. In the event of any inconsistency between the notices published in Sinhala, Tamil and English languages, the Sinhala text shall prevail.

On the order of the Public Service Commission,

J.J. RATHNASIRI,
 Secretary,
 Ministry of Public Administration and Management .

Ministry of Public Administration and Management,
 Independence Square,
 Colombo 07,
 05th May, 2018.

**Direct Recruitment to the Grade III of Sri Lanka Accountant’s Service on Merit as
 Per Professional Qualification – 2016**

No. :
 (For office use only)

Medium of interview:
 Sinhala – 1, Tamil – 2, English -3
 (please write relevant number in the cage) Changing of given medium is not permitted)

01. 1.1 Name with initials: Mr./ Mrs./ Miss. : _____.
 (In Capital Letters) Ex: Mr. PERERA, D.T
 1.2 Full name : _____.
 (In Capital letters)
 1.3 Full name : _____.
 (In Sinhala/Tamil)
 1.4 National Identity Card No. :
02. 2.1 Permanent address : _____.
 2.2 Official address : _____.
 (The officer in the public or provincial Public Service should give his official address. Any change of address should be communicated immediately)
 2.3 Telephone Number : _____.
03. 3.1 Date of Birth : _____.
 3.2 Age as at the date on which the *Gazette* notification is published:
 Year : _____ Months : _____ Days : _____.
04. Sex : Female Male
05. Whether married or single : Married Single
06. Particulars of obtaining the basic qualification mentioned in No. 05 of the notification of calling for applications :

<i>Qualification</i>	<i>Institution</i>	<i>Date</i>
.....
.....
.....

07. Highest Examination passed in Language Proficiency:

	(i) Sinhala	(ii) Tamil	(iii) English
(1)			
(2)			
(3)			

08. Academic professional qualifications and computer Literacy:

(Please give details of all degree, distinction, professional and or technical qualification etc. obtained with date and class secure if any, subjects offered and names of institution. It is compulsory to produce the copies of the certificates required to prove eligibility along with the application)

Academic professional qualifications and computer Literacy	Institution	Pass (Class)	Effective Date	Subjects

09. Present occupation and previous Posts held: Please indicate the date of appointments, date of leaving, the annual salary received at last and the cause of termination of employment. (Copies of the certificates required to prove the service experience should be produced along with the application) :

Post	from	To	Annual Salary (Rs.)	Causes of termination of employment
(1)				
(2)				
(3)				
(4)				
(5)				

10. Have you been charged in a Court of Law for any criminal offence? If so, state full particulars with dates, quoting number of case :_____.

11. Any further particulars :_____.

12. Give the names and addresses of two persons known to you, other than whose certificates of character are being furnished, from whom particulars about you could be obtained :

- (1)
- (2)

I hereby certify that the particulars furnished by me in this application are true and accurate. I am also aware that if any particulars contained herein are found false or incorrect, I am liable to disqualification/dismissal without any compensation.

Date :_____.

_____,
Signature of Candidate.

CERTIFICATE OF THE HEAD OF DEPARTMENT

Recommendation of the Head of the Department if the candidate is in the Public Service or the Provincial Public Service :

I, hereby certify that the candidate named Mr./ Mrs./ Miss.....has been serving at the sinceand his/her work and conduct has been satisfactory.

_____,
Signature and the Official seal of the Head of the Department.

Date :_____.