

BIYAGAMA PRADESHIYA SABHA

Filling Vacancies in the Western Provincial Public Service

APPLICATIONS are called from the qualified permanent residents in the Western Province for filling following vacancies in the Biyagama Pradeshiya Sabha.

Serial No.	Designation	No. of Vacancies	Salary Scale	Educational Qualifications		Vocational Qualifications and Experience	
				Internal (limited)	External (open)	Internal (limited)	External (open)
01	Library Assistant Grade III (Primary non skilled)	01	PL 1-2016 Rs. 24,250 -10x250 - 10x270 - 10x300 -12x330 - Rs. 36,410 (as per PA Circular 03/2016)		Passing six (06) subjects with two credit passes in General Certificate of Education (O/L) examination at two sittings (out of this five subjects to be passed at one sitting)		Not relevant
02	Health Labourer Grade III (Primary non skilled)	02	PL 1-2016 Rs. 24,250 -10x250 - 10x270 - 10x300 -12x330 - Rs. 36,410 (as per PA Circular 03/2016)		At least Grade 8/year 9 to be passed		Not relevant
03	Creatorium Operator III (Primary semi skilled)	02	PL 2-2016 Rs. 25,250 -10x270 -10x300 -10x330 - 12x350 - Rs. 38,450 (as per PA Circular 03/2016)	Passing six (06) subjects with two credit passes in General Certificate of Education (O/L) examination at two sittings (out of this five subjects to be passed at one sitting)	At least Grade 8/ Year 9 to be passed	<i>Vocational Qualifications:</i> Passing second level at minimum in National Vocational Qualifications (NVQ) or at least 06 months experience in the field concerned (to be proved by certificates) <i>Experience :</i> Should be an employee with 05 year permanent satisfactory service period passing EBs in field concerned in a primary level post in a local body	<i>Vocational Qualifications:</i> Passing second level at minimum in National Vocational Qualifications (NVQ) and at least 06 months experience in the field concerned (to be proved by certificates)

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04	Work/Field Labourer Grade III (Primary non skilled)	02	PL 1-2016 Rs. 24,250 -10x250 - 10x270 - 10x300 -12x330 - Rs. 36,410 (as per PA Circular 03/2016)		At least Grade 8/Year 9 to be passed		Not relevant
05	Watcher Grade III (Primary non-skilled)	01	PL 1-2016 Rs. 24,250 -10x250 -10x270 - 10x300 -12x330 - Rs. 36,410 (as per PA circular 03/2016)		Passing six (06) subjects with two credit passes in General Certificate of Education (O/L) examination at two sittings (out of this five subjects to be passed at one sitting)		Not relevant
06	Driver III (Primary skilled)	01	PL 3-2016 Rs. 25,790 -10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,990 (as per PA circular 03/2016)		Passing six (06) subjects with two (02) credit passes for Sinhala/Tamil Language at least at not more than two sitting of General Certificate of Education Ordinary Level examination. (have to be passed at least five subjects at one sitting)		<i>Vocational Qualifications:</i> (i) Having a driving license issued by Motor Traffic Commissioner General for driving light lorries and buses carrying not more than 32 passengers private/hiring vehicles and station wagons less than 24 TAR (having a driving license for at least for C & Ci class in advance to 3 years of recruitment date or a license of B class.

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				Internal (limited)	External (open)	Internal (limited)	External (open)
							<p>(ii) Thorough knowledge on high ways and high way code.</p> <p>Experience : Experience of at least three years as a driver after getting license (experience to be confirmed by a formal certificate)</p> <p>Physical qualifications : (i) Height should be five feet (5') at minimum.</p> <p>(ii) Physically fit to work during day and night and must have a good eye sight which to be certified by a medical certificate.</p>

02. *Scheme of Recruitment :*

- (i) For vacancies detailed under afore said No. 01, 02, 03, 04, 05 a structured interview will be held where practical knowledge related to post, experience, knowledge on current affairs, personality etc. in addition to basic educational qualifications to be checked. Those who scored most by that, will be recruited in sequence.
- (ii) A vocational test will be held in recruiting for post detailed under said No. 06 by which to ascertain driving capacity, practical knowledge on high way code and basic knowledge on Motor Mechanism. Those who scored most by that, will be recruited in sequence.

03. *Age.*— Should be not less than 18 years and not over 45 years as at deadline of application. (This maximum age limit will not be applicable to those who are already on public or Provincial Public Service).

04. *Any other qualifications :*

- (i) Applicants must be Sri Lankan citizens either by decent or by registration,
- (ii) Should be physically sound and with high moral character,

- (iii) Should be a permanent resident within the Western Province for three years by the date of calling application (residency to be proved by electoral name list or certificate issued by GS/Divisional Secretary),
- (iv) Should not be a person dismissed from the Public/Provincial Public Service and a pension recipient under the Public Administration Circular No. 44/90.
- (v) The applicants should not be convicted in any court of law under the Penal Code.
- (vi) Should be prepared to make a surety or insurance certificate as notified in case of arising need.

05. *General Conditions :*

- (a) Should be physically and mentally fit to perform duties and a sound personality.
- (b) These posts are permanent and pensionable. (with regard to pension scheme, you have to abide by policy decision to be taken by the Government).
- (c) Subjected to three year probation period.
- (d) Making permanent in service would be considered at the end of probation period.
- (e) Should be passed efficient bar in advance 3 years from date of appointment.
- (f) Have to obliged with state language policy.
- (g) All qualifications required for recruiting to post have to be fulfilled in all respect by dead line of application calling.
- (h) Your appointment would be terminated without any notice even after recruitment if proved educational qualifications and other qualifications submitted by you false or unfounded.
- (i) In addition, you have to abide by provisions of Establishment Code, financial regulations, any other orders of the Hon. Governor of Western Provincial Council and orders and departmental orders imposed from time to time by the Western Provincial Public Service Commission.

06. *Applications.*— Self- prepared applications made as per specimen given in this schedule to be sent under registered cover to reach "Secretary, Biyagama Pradeshiya Sabha, Delgoda" before 13.07.2018 post for which application is moved to be mentioned on the left corner of the envelope. Belated applications or applications lost in post will not be responsible.

07. Only qualified applicants would be called for interview.

08. Copies of the following certificates to be attached along with applications and original certificates have to be produced at interview :

- (a) Birth Certificate,
- (b) Educational Certificates,
- (c) A photocopy of National Identity Card,
- (d) Residence confirming letter issued by Grama Niladhari attested by Divisional Secretary,
- (e) Two testimonials (one from Grama Niladhari of area of living),
- (f) Certificates indicating vocational experience and other qualifications,
- (g) Certification of HOD confirming your employment.

09. All powers for amending recruitment procedures and statues related to these positions in the Western Province, delaying recruitment, substituting procedures, changing, cancelling this notice lying with Secretary to Biyagama Pradeshiya Sabha.

WASANTHI WICKRAMARATNA,
Secretary,
Biyagama Pradeshiya Sabha.

05th June, 2018.

SPECIMEN OF APPLICATION

BIYAGAMA PRADESHIYA SABHA

APPLICATION FOR THE POST OF

01. Applicant's name/(with initials) :_____.

Names denoted by initials :_____.

02. Postal address :_____.

03. Date of birth : Year :_____. Month :_____. Date :_____.

04. Age as at deadline of application : Years :_____. Months :_____. Days :_____.

05. Civil status :_____.

06. Nationality :_____.

07. Are you a Sri Lankan citizen ? : By registration :_____. by decent :_____.

08. Educational Qualifications :_____.

09. Vocational Qualifications :_____.

10. Experience :	Establishment	Designation	Service period

11. In case you are already attached to the same Pradeshiya Sabha :

(i) Current position :_____.

(ii) Date of appointment :_____.

(iii) Type of appointment (whether permanent/casual/secondary/Contract basis) :_____.

I do hereby certify that information stated by me in this application are true and correct. I am aware that I would be disqualified if any information contained herein found false or incorrect in advance to my selection to this post and would be dismissed from service without any compensation if proved incorrect even after the appointment.

_____,
Signature of applicant.

Date :_____.