RECRUITMENT TO THE POST OF PRIMARY GRADE NON-SKILLED SERVICE CATEGORY IN THE NATIONAL CADET CORPS FUNCTIONING UNDER THE STATE MINISTRY OF DEFENCE (OPEN RECRUITMENT - 2018)

APPLICANTS are invited in select suitable persons for the following posts of primary grade non-skilled service category in the National Cadet Corps functioning under the State Ministry of Defence. Duly filled applications prepared as per the specimen indicated at the end of this notification shall be send by Registered Post to reach the "Secretary, State Ministry of Defence, No. 15/5, Baladaksha Mawatha, Colombo 03" on or before 31.07.2018. The top left hand corner of the envelope containing the application shall clearly bear the words 'Recruitment for the post of primary grade non-skilled service category in the National Cadet Corps - 2018'.

Serial No.	Post	Number of Vacancies
01	Waiter	02
02	Labourer	03
03	Sanitary Labourer	01
04	Guard	02

01. *Method of recruitment to the service.*– Recruitment will be made for the vacancies above from the marks given for a structured interview by an Interview Board.

02. *Conditions for engagement in service.*– This post is permanent and pensionable and should be subject to the policy decisions taken by the Government in the future on pension scheme entitled to the post.

03. *Salary Scale.*– PL-1-2016 - Rs. 24,250 - 10x250 - 10x270 - 10x300 - 12x330 - Rs. 36,410 (You are paid the salaries as per provisions of Public Administration Circular No. 03/2016 dated 25.02.2016 as indicated in Schedule II of the same)

04. *Educational Qualification.*– Shall have passed G. C. E. (O/L) examination in six subjects at least with two credit passes at not more than two sittings.

05. *Professional Qualification.*– Vocational qualification in relations to the post will be considered as an added qualification.

06. *Experience.*– Experience in relation to the post will be considered as an added qualification.

07. *Physical Fitness.*– Every applicant should be physically and mentally fit to perform duties in any part of the island.

08. *Age limit.*– Shall not be less than 18 years and not more than 45 years as at the closing date of applications. This maximum age limit will not be applied for those who are already in Public Service/Provincial Public Service/State Corporation.

09. *Other Qualifications* :

  (i) Should be a citizen of Sri Lanka,

 (ii) Should have excellent character,

(iii) Should have fulfilled all qualification required for the post as at the closing date of application in every aspect.

10. *Methods of recruitment.*– Based on the marks given by the Structured Interview Board :

Main Heading	Maximum marks	Minimum marks required to be considered for selection
Additional Educational Qualifications	35	
Experience	40	
Proficiency obtained in other fields	20	Not Applicable
Performance at the interview	05	
Total Marks	100	

11. (i) The application should be prepared in 22x29 cm size A4 paper containing head 1 to 11 on the first page and rest heads from 13 on the second page where the relevant particulars have to be inserted clearly in your own hand writing.

Applications which are incomplete, without basic qualifications, not conform to the specimen or received after the closing date will be rejected without any notice. It will be beneficial to keep a photocopy of the relevant application with you. Further, applicants are advised to ensure thoroughly whether the completed application is in conformity with the specimen form, unless it is rejected. Application should be prepared as per the specimen form given at the end of this notification. Please note that the receipt of the application will not be intimated.

Important : Copies of certificates in proof of qualifications should be attached together with the application.

(ii) The officers in Public Service/Provincial Public Service, State Co-operation should submit their applications through their Heads of Institutes/Departments.

12. The appointing authority will decide the number of appointments and the effective date of such appointments. Further, the appointing authority reserves the right neither to fill all the vacancies nor some vacancies.

SUNIL SAMARAWEERA,
Secretary,
State Ministry of Defence.

Application Form

No. :.......................
(For official use only)

RECRUITMENT TO THE POST OF PRIMARY NON-SKILLED SERVICE CATEGORY IN THE NATIONAL CADET CORPS FUNCTIONING UNDER THE STATE MINISTRY OF DEFENCE (OPEN RECRUITMENT - 2018)

Serial No.	Post	Pls. tick the post applied for
01	Waiter	
02	Labourer	
03	Sanitary Labourer	
04	Guard	

01. Name with initials :——————.

02. Name denoted by initials :——————.

03. Permanent address :——————.

04. Temporary address :——————.

05. Telephone No. :   Permanent :——————.   Mobile :——————.

06. National ID Card Number :

07. Date of birth :   Year :——————, Date :——————, Month :——————.

08. Age as at the closing date of application : Years :——————, Months :——————, Days :——————.

09. Gender :   Male :——————. Female :——————.

10. Civil Status :——————.

11. Educational Qualifications :

    (*a*) Results of G. C. E. (A/L) Examination :

    Examination No. :——————.

Subject	Result	Year

    (*b*) Results of G. C. E. (O/L) Examination :

    Examination Number/s :——————.

Subject	Result	Year	Subject	Result	Year

12. Professional Qualifications :

    (i) ....

    (ii) ....

    (iii) ....

13. Experience :

    (i) ....

    (ii) ....

    (iii) ....

Certificate of the Applicant :

    I hereby certified that particulars furnished in this application are true and accurate according to my knowledge. I am aware that, if any particulars contained herein are found to be false or incorrect, I am liable to disqualification, if detected before selection and to dismissal if detected after appointment.

——————,
Signature of the applicant.

Date :——————.

Certificate of the Head of the Department :

      I hereby inform that the candidate Mr./Mrs.Ms. .... who submits this aplication is serving in this Ministry/Department of .... from .... to .... as a permanent/temporary/ casual employee and the particulars furnished by him/her are accruate and he/she is qualified to apply for this post and if he/she is selected in terms of regulations stated in the notification he can/can't be released.

                                        —————————————,

                                  Signature of Head of the Department.

Date :—————————.