

PARLIAMENT OF SRI LANKA

APPLICATIONS are invited from citizens of Sri Lanka who are physically sound and of excellent moral character for the posts mentioned below on the staff of the Secretary-General of Parliament.

1. Parliamentary Interpreter (English/Tamil/English)
2. Parliamentary Interpreter (Sinhala/Tamil/Sinhala)

Applications prepared in accordance with the specimen given below should be sent under registered cover along with the copies of certificates of Educational/Professional, and Service Experience, to reach the "Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte" on or before August 09, 2018 indicating the post applied for, on the top left-hand corner of the envelope. (This information is found on the website: www.parliament.lk)

1. *Salary Scale.*— According to the Schedule I of the Management Services Circular 06/2016 dated 07.11.2016, the monthly salary scale for this post is Rs. 47, 340 – 3 x 755/ 13 x 1,030 – Rs. 62,995. The selected candidates will be placed initially at the monthly salary step of Rs. 37,558/= according to the Schedule II of the Circular mentioned above from the date of appointment. (The minimum initial monthly remuneration on this salary scale, together with all the allowances will be approximately Rs.75,000 /=-).

2. *Age Limit.*— Not less than 22 years and not more than 45 years of age as at the closing date for applications.(The upper age limit shall not apply to those who are already in Public/ Provincial Public Service)

3. *Educational Qualifications.*— Candidates who possess any of the educational qualification and experience mentioned under (a), (b) and (c) below can apply for the above post.

- (a) Candidates applying for the post of Parliamentary Interpreter (English/ Tamil/ English) should possess a Degree acquired from a recognized University in Tamil or English as a subject and a credit pass at G.C.E O/L examination for the language which has not been offered for the degree and candidates applying for the post of Parliamentary Interpreter (Sinhala/ Tamil/ Sinhala) should possess a Degree acquired from

a recognized University in Sinhala or Tamil as a subject and a credit pass at G.C.E O/L examination for the language which has not been offered for the degree.

OR

- (b) Candidates applying for the Post of Parliamentary Interpreter (English/ Tamil/ English) should possess credit passes for Tamil and English and Candidates applying for the Post of Parliamentary Interpreter (Sinhala/ Tamil/ Sinhala) should possess credit passes for Sinhala and Tamil at G.C.E (Ordinary Level) Examination and have passed 04 subjects in one sitting at G.C.E (Advanced Level) Examination (Old Syllabus) OR Should have passed 03 subjects in one sitting at G.C.E (Advanced Level) Examination (New Syllabus)

With

not less than two years of experience in a field of Teaching, Interpretation, Translation or Mass Media in Tamil or English language for Candidates applying for the Post of Parliamentary Interpreter (English/ Tamil/ English) and in Sinhala or Tamil language for Candidates applying for the Post of Parliamentary Interpreter (Sinhala/Tamil/ Sinhala)

- (c) Candidates who have completed permanent continuous service for not less than 5 years in Public/ Provincial Public Service as an Interpreter or Translator in English/ Tamil can apply for the post of Parliamentary Interpreter (English/ Tamil/ English) and candidates who have completed permanent continuous service for not less than 5 years in Public/ Provincial Public Service as an Interpreter or Translator in Sinhala/ Tamil can apply for the post of Parliamentary Interpreter (Sinhala/ Tamil/Sinhala).

4. *Method of Recruitment.*— Recruitment will be made on the results of the tests conducted on simultaneous interpretation and translation and an interview.

Note: Candidates possessing qualifications under 3. (a), (b) or (c) and applying for the post of Parliamentary Interpreter (English/ Tamil/ English) should have the ability to interpret from Tamil to English and from English to Tamil simultaneously

and Candidates possessing qualifications under 3. (a), (b) or (c) and applying for the post of Parliamentary Interpreter (Sinhala/ Tamil/ Sinhala) should have the ability to interpret from Sinhala to Tamil and from Tamil to Sinhala simultaneously. Service Experience in simultaneous interpretation is not compulsory.

5. *Terms & Conditions of Services :*

- (i) This post is permanent. Pension entitlement pertaining to this post will be determined according to the policy decisions taken by the Government in future. Appointment will be made subject to a three-year (3) probation period. If a person who has been confirmed in permanent, pensionable post is selected, he / she will be appointed subject to an acting period of one year.
- (ii) Selected candidates will be subject to Financial and Departmental Regulations applicable to the staff of the Secretary-General of Parliament.
- (iii) Selected candidates should contribute to Widows' and Orphans'/Widowers' and Orphans' Pension Fund from his / her salary with a percentage specified by the government. They will be subjected to a medical examination.
- (iv) A Security Clearance Report in respect of the selected candidate will be obtained prior to his / her appointment.

6. Applicants should attach the copies of the following certificates (not originals) to their applications and original certificates should be produced, only when called upon to do so.

- (a) Birth Certificate.
- (b) Certificates confirming Educational qualifications.
- (c) Certificates confirming professional qualifications.
- (d) Certificates confirming experience.

7. Applicants serving in the Public/ Provincial Public Service should send their applications through relevant Heads of Departments / Institutions.

8. Canvassing in any form will be a disqualification for this post.

9. Any information in the application found to be incorrect disclosed before selection will render the applicant liable for disqualification, and to dismissal, if discovered after appointment.

10. Applications received after the closing date or sent without copies of the above mentioned certificates or not sent through Heads of Departments / Institutions will be rejected. Applications sent through Heads of Departments /Institutions but received after the closing date, and applications not prepared in accordance with the specimen form will also be rejected.

W. B. D. DASANAYAKE,
Secretary-General of Parliament,
Parliament of Sri Lanka.

Sri Jayewardenepura Kotte.
13th July, 2018.

PARLIAMENT OF SRI LANKA

POST OF ASSISTANT SERJEANT – AT - ARMS

01. (a) Name with initials (in Sinhala/Tamil) :———. (b) Names denoted by initials (in Sinhala/Tamil) :———. (c) Full Name (in block Capitals): Mr./Mrs./Miss :——.
02. National Identity Card Number :———.
03. (a) Private Address :———. Telephone No. :———. (b) Official Address :———. Telephone No. :———. (c) Please indicate the address the admission to be posted :
Private Office
04. (a) Date of birth :———. (A copy of the birth Certificate should be attached) (b) Age as at August 09th 2018:
Years :———. Months :———. Days :——.
05. Civil Status :———.
06. Sex :———.
07. State whether a citizen of Sri Lanka :———.

08. Educational Qualifications: (Copies of the certificates should be attached):

Examination	Subjects	Pass	Year
G. C. E (O/L)			

Examination	Subjects	Pass	Year
G. C. E (A/L)			

Degree	Stream	Pass	Year

09. Professional Qualifications (copies of the certificates should be attached) :_____.

10. Experience (copies of the certificates should be attached) :_____.

11. Details of Present Employment:

(a) Name and Address of the Institution :_____.

(b) Date of first Appointment :_____.

(c) Present Post :_____.

(d) Monthly basic Salary :_____.

(e) Allowances :_____.

(f) Gross Salary :_____.

12. Have you been convicted for a criminal offence by a Court of Law?:_____.

If yes, give details :_____.

13. Have you served under the Government before? :_____.
If yes, give details :_____.

I do hereby certify that the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.

_____,
Signature of the Applicant.

Date :_____.

Certification of Head of Department/Institution :
(Only for applicants serving in the Public Service/Provincial Public Service/Government Corporations/Statutory Boards)

Secretary General of Parliament,

I recommend and forward the application of Mr. / Mrs. /Miss holding the post of in this Institution. I certify that his/her work and conduct are satisfactory and that he/she has not been subjected to any disciplinary action or there is no intention to make such inquiry. He/she can be released/cannot be released from the service if selected for this post.

_____,
Signature of Head of Department/
Institution.
(Official Stamp)

Date :_____.