

## MINISTRY OF EDUCATION

### Open Competitive Examination to Recruit Graduates to Grade 3-I (a) of Sri Lanka Teachers' Service for Sinhala and Tamil Medium School Student Counselling in National and Provincial Schools in the Island – 2018

APPLICATIONS are called from qualified female/male candidates for the recruitment of graduates to grade 3-I (a) of Sri Lanka Teachers' Service for Sinhala and Tamil medium school student counselling purposes in national and provincial schools in the island. Applications prepared as per the specimen given at the end of this *Gazette* notification should be posted by registered post on or before 23.08.2018 to reach "Commissioner General of Examinations, Organization and Foreign Examinations Branch, Sri Lanka Department of Examinations, P.O. Box 1503, Colombo". In addition, the name of the examination should be mentioned additionally in Tamil language in Sinhala applications whereas in Sinhala in Tamil application. "Open Competitive Examination to Recruit Graduates to Grade 3-I (a) of Sri Lanka Teachers' Service for Sinhala and Tamil Medium School Student Counselling in National and Provincial Schools in the Island – 2018" should compulsorily be appeared on the top left hand corner of the envelope containing the applications.

**Note 1.**– No consideration will be made regarding complaints of loss or delay of an application or a letter in the post. Applicants themselves shall bear the disadvantages caused due to delay of applications until the closing date.

#### 02. Method of Recruitment to Service :

2.1 A number equal to five (05) times the amount of existing vacancies will be called for the interview from the candidates obtained a minimum marks of 40% to each test paper of the written competitive examination conducted by the Commissioner General of Examinations. Applicants do not satisfy the qualifications as per this *Gazette* notification shall be rejected at the interview.

2.2 Those qualified from the general interview will be subject to a practical examination as per section 13.3 of this *Gazette* notification in order to measure learning and teaching process important in the profession and thereafter recruitments will be made as per the number of vacancies

depending on the school based system subject to the priority of the total marks obtained at the practical and written tests by the candidate.

2.3 Vacancy list pertaining to the applicants will be displayed at the time of the interview and at the same instance the candidates may indicate their preference to take their appointments respectively for the schools where vacancies exist.

**Note 2.**– When several candidates applied for one school have obtained equal marks, suitable candidates will be chosen as per a precise marking procedure, approved by the Secretary to the ministry of Education prior to calling them for practical examination.

2.4 No transfers will be applied until 05 years since these recruitments are made depending on school based system.

2.5 Vacancy list :

Province	National Schools		Provincial Schools	
	Sinhala medium	Tamil medium	Sinhala medium	Tamil medium
Western	√	√	-	-
Central	√	√	√	√
Southern	√	√	-	-
Northern	√	√	-	-
Eastern	√	√	-	-
North western	√	√	√	√
North central	√	-	-	-
Sabaragamuwa	√	-	√	√
Uva	√	√	-	-

**Note 3.**– Applicants for Provincial Council Schools Should be permanent residents of the particular province.

#### 3. Condition of engagement in service:

(i) This post is permanent and subject to the policy decisions taken in the future by the government with regard to the pension scheme applicable to the post.

- (ii) Officers recruited to this post are subject to a probationary period of three (03) years and the first efficiency bar examination within those three (03) years. degree awarding institution recognized by the University Grants Commission should be available.  
*or*
- (iii) Proficiency in the National Language should be obtained as per Public Administration Circular No. 01/2014 and Circulars incidental to it. (iii) Any degree obtained from a University or any other degree awarding institution recognized by the University Grants Commission  
*with*
- (iv) This appointment is subject to procedural rules of the public service commission, establishments' code of Democratic Socialist republic of Sri Lanka, financial regulations of the government as well as other rules and orders of the departments. (a) A diploma on counselling of not less than one year duration obtained from a university or any other degree awarding institution recognized by the University Grants Commission or from an institution approved by tertiary education commission.  
*or*
- (v) This appointment is subject to the provisions of Sri Lanka Teachers' Service minute published in *Gazette Extraordinary* No. 1885/38 of Democratic Socialist Republic of Sri Lanka, as well as any amendment made thereby and the general conditions pertaining to appointment in the public service. (b) A post graduate diploma on counselling of not less than one year duration obtained from a university or any other degree awarding institution recognized by the University Grants Commission.

04. *Salary scale.* – This post is entitled for a salary scale of Rs. 27,740 – 300 x 6 – 380 x 7 – 445 x 2 - Rs.33,090/- (monthly) of G-E-01-2016 as per Public Administration Salary Circular No. 03/2016. The appointees will be placed in Rs.32,200/=, which is the 14<sup>th</sup> step of the said salary scale. Salaries will be paid as per provisions of Schedule II of the same circular. Apart from that you are entitled for other allowances paid from time to time to Government Officers.

05. *Educational qualifications :*

5.1 Following qualifications should have been accomplished at 23.08.2018 as per Sri Lanka Teachers' Service minute as well as the cabinet decision No. CP/17/0653/742/009 dated 23.05.2017.

- (i) A special degree in Psychology/ Sociology obtained from a University recognized by the University Grants Commission or a degree awarding institution recognized by the University Grants Commission should be available.  
*or*
- (ii) A general degree obtained with Psychology /Sociology as a main subject from a University recognized by the University Grants Commission or a

**Note 4.-** Apart from the above qualifications, each candidate should have passed Sinhala or Tamil language as a subject at the G.C.E. (O/L) examination.

06. *Age limit.* – Age at 23.08.2018 :

Minimum limit : 18 years  
Maximum limit : 35 years

Accordingly, only those born on or before 23.08.2000 or on or after 23.08.1983 are eligible to apply for this.

07. *Other requirements :*

- (i) Applicants should be citizens of Sri Lanka.  
(ii) Applicants should be of excellent character.  
(iii) All qualifications required for recruitment to the post should be accomplished, at the closing date of calling applications.  
(iv) Every candidate shall possess the sufficient physical and mental capability to serve in any area of the country and take the responsibilities in the post.

08. *Method of application :*

8.1 Application should comply with the specimen attached herewith and it should be prepared using both sides of a A 4 size paper while the candidate himself should fill with his handwriting. It should be specially considered that headings from 1.0 to 5.5 should be appeared on the first page while the remaining in the second page in their application with the same medium applying for. The applications inconsistent with the specimen application as well as those incomplete will be rejected without notice. (Keeping a copy of the application may be of use). The candidate may ensure whether the completed application is in consistent with the specimen in the gazette notification as well as whether accurately completed including all information and whether the paying voucher has been affixed in proof of payment of precise examination fee. Otherwise the application will be rejected.

8.2 Only one application can be submitted by an applicant.

8.3 Signature of the applicant should be certified in both the application as well as the admission for the examination. A candidate applying for the examination through a particular institution may certify his / her signature by the head of the institution while those applying else means may get their signature certified by either a principal of a government school, a Grama Niladhari in the division, a justice of peace, commissioner for oaths, an attorney – at – law, a notary public, a commissioned officer in the permanent cadre of the armed forces or a permanent officer in the staff grade of Central Government Service or Provincial Government Service obtaining a consolidated annual salary of Rs. 240,360/- or more or a chief priest or incumbent of a Buddhist temple or a religious institution.

8.4 The commissioner general of examinations, may issue admissions to candidates within the age limit given in the gazette notification and have submitted accurately completed application with the paying voucher affixed to it in proof of payment of precise examination fee. The Department of Examinations shall publish a newspaper notification as soon as the admissions are issued. If no admission received

even after 2 or 3 days from the notification had been published, the non – receipt of admission should be inquired from organization and foreign examinations branch of Sri Lanka Department of Examinations. When inquiring likewise, the applicant should accurately indicate the name of the examination he/ she applied for, name in full of the applicant, National Identity card number, as well as the correct address. If the candidate is a resident away from Colombo, it would be much useful to send a request letter containing a fax number that the admission can be immediately sent along with the other details to the fax Number 011-2784232 mentioned in the gazette notification. Copy of the application, the paying voucher along with the receipt of postal registration should be kept ready when inquiring such.

09. *Sitting the examination :*

9.1 The Commissioner General of Examinations shall issue admissions to all the applications received. A candidate to sit for the examination should hand over the admission to the Supervisor of the Examination Hall. No permission will be granted to candidates fail to furnish such prescribed document.

9.2 A candidate should sit for the examination at the venue prescribed for him / her. Every candidate should get his / her signature certified on the admission and hand over the admission to the supervisor of the examination centre at the very first day he / she is sitting for the examination. Candidates are subject to rules imposed by the Commissioner General of Examination with regard to conducting the examination. Breach of such rules and regulations may result in penalty imposed by the Commissioner General of Examinations.

**Note 5.-** Issuance of an admission to a candidate is not considered as an acceptance of qualifications for sitting the examination or holding a post and not considered that passing the examination is a qualification for been appointed either.

10. *Identity of the candidates.-* A candidate shall prove his identity to the satisfaction of the supervisor of the examination hall with regard to each subject he/she is sitting

for. Either of the following identity documents should be submitted for the purpose.

- (i) National Identity card issued by the department of registration of persons,
- (ii) Valid passport.

11. *Penalty for supplying false information.* – Accurate information should be furnished carefully when completing the application. If any candidate proved to have no qualification as per the rules and conditions of this examination, candidature of such applicant will be cancelled before, during the examination or after the examination.

12. *Method and medium of examination :*

- 12.1 This examination will be conducted in Colombo in Sinhala and Tamil media.
- 12.2 Both subjects should be passed at least with 40 marks respectively to pass the written examination.
- 12.3 Every candidate shall sit all the question papers in this examination, in one language medium. That medium of language shall be the same medium of their appointment.
- 12.4 A candidate is not allowed to change the medium of language in his / her application later on.

13. *Syllabus :*

13.1 *Written examination.* – There are two question papers prescribed for this examination. All the candidates shall compulsorily sit for both question papers.

(I) Aptitude test - Time 01 hour. (100 marks)

This question paper is prepared to measure the skills and logical intelligence of the candidate for teaching profession. It consisted of 50 multiple choice and short answered type questions. All those questions should be answered.

(II) General knowledge - Time 01 hour. (100 marks)

Consisted of 50 multiple choice and short answered type questions to evaluate the general knowledge with regard to teaching profession and / or local

trends in education sphere occurred and occurring as well as regarding education modification. All those questions should be answered.

13.2 *General interview :*

No marks will be awarded for the general interview.

**Note 6 :** Objectives expected to be accomplished -

Examining whether qualifications mentioned in this *Gazette* notification or the newspaper advertisement which is published according to the service minute have been fulfilled and whether physical qualifications are fulfilled.

13.3 *Practical examination :*

A presentation identified by the candidate should be carried out as the practical examination. Not less than 05 minutes will be allocated for the purpose. Following marks will be awarded for that.

Serial No.	Criteria of marking at the practical examination	Maximum marks	Minimum marks for a pass
01	Objective and beginning	05	02
02	Personality and voice control	05	02
03	Clearness of communication	05	02
04	Time management	05	02
05	Use of presentation methodologies	05	02
	Total marks	25	10

**Note 7 :** Objectives expected to be accomplished - Evaluation of efficiency of the candidate in learning teaching process essential in teaching profession.

14. *Examination fees :*

14.1 Examination fee will be Rs. 600/-. Invoice obtained to the name of the candidate himself from any post / sub post office crediting the amount to the government income under revenue head 2003-02-13 should be pasted on the relevant cage of the application and the invoice number should be written therein as well. (Keeping a photocopy of the invoice will be useful). (Kindly be informed that no charge

other than this examination fee will be charged). Kindly be informed that no other charge will be obtained other than this examination fee. No money orders or stamps will be accepted for the examination fee. No reimbursing or transferring to another examination of this examination fee will be made.

15. *Results of the examination :*

15.1 Secretary, Ministry of Education will be furnished with the result sheet prepared as per the priority of the total marks of the written examination by the Commissioner General of Examinations. Results of candidates sat for the examination will either be notified in person or will be published in [www.results.exam.gov.lk](http://www.results.exam.gov.lk) website.

16. *Instructions to complete the application.* – Please use only schedule 01,02 and 03 below when completing the application.

**Schedule 01**

<i>Medium of language</i>	<i>Code No.</i>
Sinhala medium	2
Tamil medium	3

**Schedule 02**

<i>Category of School</i>	<i>Code No.</i>
National School	1
Province School	2

**Schedule 03**

<i>Province</i>	<i>Code No.</i>
Central Province	2
North Western Province	6
Sabaragamuwa Province	9

17. It is compulsory for officers already in the government service to submit the certified applications through their heads of the department under the heading No. 11.0 of the application.

18. No further consideration will be made with regard to the applications of those not participating in the interview on the precise date

19. Further to that all the certificates should be submitted at the date of the interview whereas no certificate forwarded thereafter will be accepted.

20. Right to decide on any matter not covered by this notification as well as filling or not filling all or part of the vacancies or taking final decision on such lies with the education services committee of the public service commission.

21. In case of any inconsistency among the segments of this notification which is published in Sinhala, Tamil and English languages, vide Sinhala medium notification where necessary.

SUNIL HETTIARACHCHI,  
Secretary,  
Ministry of Education.

Ministry of Education, Isurupaya,  
Pelawatte, Battaramulla,  
On the 11th July, 2018.

**SPECIMEN APPLICATION**

For office use only

**MINISTRY OF EDUCATION**

OPEN COMPETITIVE EXAMINATION TO RECRUIT GRADUATES TO GRADE 3-I (a) OF SRI LANKA TEACHERS' SERVICE FOR SINHALA AND TAMIL MEDIUM SCHOOL STUDENT COUNSELLING IN NATIONAL AND PROVINCIAL SCHOOLS IN THE ISLAND – 2018

1.0 Indicate the code using schedule 01 for the medium of language applied.

Medium of language  
(Write in the relevant cage)

2.0 Applying for the Vacancies :

2.1 Category of School

(Write the category of school code No.in the cage, according to include schedule 02)



2.2 Code No. of the province, if it is a provincial School   
(Write the provincial code No.in the cage, according to include schedule 03)

3.0 3.1 Name in full (in block letters) (Ex: AMRAKOON MUDIYANSELAGE NAMAL HERATH) :\_\_\_\_\_  
3.2 Last name first with initials of the other names to the end of the last name ( Ex:- HERATH.A.M. N) :\_\_\_\_\_  
3.3 Name in full (in Sinhala / Tamil) :\_\_\_\_\_.

4.0 Present address (in block letters) :\_\_\_\_\_  
(Admissions will be posted to this address)

5.0 5.1 National Identity Card No. :

5.2 Marital status : Unmarried – 1 Married – 2 (write in the relevant cage)

5.3 Date of birth :Year :     Month :   Date :

5.4 Age as at 23.08.2018 : Years :   Months :   Days :

5.5 Sex (Female – 1 Male – 0) (write in the relevant cage)

6.0 Details of Education Qualifications :

<i>G.C.E. (O/L) Examination</i>				<i>G.C.E. (A/L) Examination</i>	
Year :_____.		Examination No. :_____.		Year :_____.	
Examination No. :_____.		Year :_____.		Examination No. :_____.	
Subject	Pass	Subject	Pass	Subject	Pass
1		6		1	
2		7		2	
3		8		3	
4		9		4	
5		10			

7.0 Details of higher educational qualifications :

7.1 Degree :\_\_\_\_\_  
7.2 University of issue :\_\_\_\_\_  
7.3 Date of validity of the degree :\_\_\_\_\_  
7.4 Main subject / s followed for the degree :\_\_\_\_\_  
7.5 Medium of the degree :\_\_\_\_\_.

8.0 Details of payment of examination fees :

8.1 Examination fees paid Rs. (in words) :\_\_\_\_\_  
8.2 No. of the invoice :\_\_\_\_\_  
8.3 Issuing office :\_\_\_\_\_  
8.4 Date :\_\_\_\_\_.

Keep a photocopy of the paying voucher with you.  
Paste the voucher to this application from one edge to avoid detachment.

### 9.0 Statement of the Applicant :

I do herewith state that the information furnished herewith by me are true. I am aware that I will be dismissed from service if revealed disqualified after selection to the post. In addition I do state that I am abided by the laws and regulations enforced by the Commissioner General of Examinations with regard to conducting the Examination. No information herewith will not be changed later on. More fully, I do state that I am abided by laws and regulations enforced by the Commission of Examinations with regard to conducting the examination and issuance of results.

\_\_\_\_\_,  
Signature of the applicant.

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

### 10.0 Certification of applicant's signature :

I do hereby certify Mr./Mrs./Miss. .... submitting this application herewith is known to me personally, and he / she placed his / her signature before me on this ..... day of ..... Also he / she paid the relevant Examination fee and pasted the relevant payment voucher herewith.

\_\_\_\_\_,  
Signature of the certifying officer.

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

Name in full of the certifying officer :\_\_\_\_\_.

Designation :\_\_\_\_\_.

Address :\_\_\_\_\_.

(Certify with the official stamp)

### 11.0 Certification of the head of the department if the candidate is already a government employee :

Application of Mr./Mrs./Miss. .... is submitted herewith. He/she is serving as a permanent/ temporary/casual employee of this Ministry/ Department and it is informed that he/she can/cannot be released from service if she is selected for this post.

\_\_\_\_\_,  
Signature of the head of the Department  
of the authorized officer.

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

Designation :\_\_\_\_\_.

Ministry/Department :\_\_\_\_\_.

(Certify with the official stamp)