

HORANA URBAN COUNCIL

Filling of Vacancies the Western Province Government Service

APPLICATIONS are called for the undermentioned vacant posts in the Horana Urban Council, from applicants who possess qualifications mentioned in this notification, and who are permanent residents in the Western Province. (Preference will be given to the persons residing, within Horana Town Council administrative area and who are already employed in Temporary, Casual, substitute basis in the Council.)

| <i>Serial No.</i> | <i>Designation</i> | <i>Number of posts</i> | <i>Salary Scale According to P.A.C. 03/2016</i> | <i>Educational and other Qualifications</i> |
|-------------------|--|------------------------|--|--|
| 01 | Station officer (Operations/Fire Prevention/ Training) | 01 | RS-4-2016 Rs. 37,030-24x660- Rs. 52,870 | Should passed G. C. E. (O/L) examination in 06 Subjects including Sinhala/Tamil, Mathematics, Science, English in not more than two sitting (should have passed at least 05 subjects in one sitting) ; <i>Or</i> Should Passed G. C. E. (O/L) examination in 06 Subjects including Sinhala/Tamil, Mathematics, English, Chemistry in not more than two sitting (should have passed at least 05 subjects in one sitting) ; <i>And</i> Should have obtained the primary examination certificate of the fire engineering office in Landon ; <i>And</i> Should have obtained an experience of not less than 10 years in professional fire brigade/ service and Should possess satisfactory service of 5 years ; <i>And</i> External applicant should have a three years permanent residence in the Western Province. |
| 02 | Playground Supervisor | 01 | MN-1-2016 Rs. 27,140-10x300- 11x350-10x495 10x660- Rs. 45,540/= | Passed G. C. E. (O/L) examination in 06 subjects in one sitting with credit passes for Sinhala/Tamil/English, Mathematics and two more Subjects ; <i>And</i> Passed G. C. E. (A/L) examination in at least one subject (Except General Test). |
| 03 | Health Supervisor | 01 | MN -1-2016 Rs. 27,140-10x300- 11x350-10x495- 10x660- Rs. 45,540/= | Passed G. C. E. (O/L) examination in 06 Subjects in one sitting with credit passes for Sinhala/Tamil/ English, Mathematics and two more Subjects ; <i>And</i> Passed G. C. E. (A/L) examination in at least one subject (Except General Test). |

| Serial No. | Designation | Number of posts | Salary Scale According to P.A.C. 03/2016 | Educational and other Qualifications |
|------------|--------------------------|-----------------|--|--|
| 04 | Office Assistant Service | 01 | PL1-2016 Rs. 24,250-10x250-10x270-10x300-12x330- Rs. 36,410/- (Efficiency Bar examination before the expiry of 03 years) | Should have passed G. C. E. (O/L) Examination in not more than two sittings in 06 subjects with two credit passes (should have passed at least 05 subjects in one sitting) |
| 05 | Watchman | 03 | PL1-2016 Rs. 24,250-10x250-10x270-10x300-12x330- Rs. 36,410/- (Efficiency Bar Examination before the expiry of 03 years) | Should have passed G. C. E. (O/L) Examination in not more than two sittings in 06 subjects with two credit passes (should have passed at least 05 subjects in one sitting) |
| 06 | Health Labourer | 04 | PL1-2016 Rs. 24,250-10x250-10x270-10x300-12x330- Rs. 36,410/- (Efficiency Bar examination before the expiry of 03 years) | Should have Passed Grade 8 Year 9 |

02. *Methods of recruitment.* – While the applicants, those who secure highest marks in a written extermination held for the selection of applicants for the post of health supervisor/ playground supervisor, will be called for the interview, the qualified applicants will be recruited.

Suitable candidates will be selected by a structural interview for the posts of office assistant, watchman, and health labourer.

03. *Conditions of recruitment :*

- (i) Applicant should be a citizen of Sri Lanka
- (ii) Applicant should be a permanent resident in the western province during the preceding three years on the date of accepting applications.
- (iii) * Applicants should be not below 25 years of age and not over 45 years as at the closing date of applications for the post of station officer (operations/fire prevention/training)
* Applicants should be not below 18 years of age and not over 30 years as at the closing date of applications for the post of health supervisor/playground supervisor
* Applicants should be not below 18 years of age and not over 45 years as at the closing date of applications for the post of K. K. S. / Watchman/health labourer
- (iv) applicant should possess a sound character and in good health.
- (v) should be a person not convicted in a court of law under the penal code or a person dismissed from the government service or provincial government service.

04. *Conditions of service :*

- (i) This post is permanent and pensionable.
- (ii) The permanent appointment is subject to a probationary period of 03 years.

(iii) Should be in conformity with official language policy.

(iv) Selected employees should contribute to the W. & O. P. Fund.

05. Appointees are bound to adhere to the Constitution of the Democratic socialist republic of sri lanka, establishment code, and financial regulations and to orders from time to time issued by the Western Province Public Service Commission and the Horana Urban Council.

06. *How to send applications.* – Applicants should prepare their application as shown in the specimen attached and should be sent under registered post addressed to secretary, Horana Urban Council, Horana to reach on or before 20.07.2018.

The name of the post applied for should be mentioned in the application and on the top left hand corner of the envelope. Late and incomplete applications will be rejected.

Photocopies of the following certificates should be sent along with the application.

(i) Birth certificate

(ii) Educational certificates

(iii) Certificate in respect of residence issued by Grama Niladhari Countersigned by the Divisional Secretary,

(iv) Two character certificates obtained recently.

(v) Other qualifications certificates.

(vi) Service experience certificates.

VI. The secretary of the Horana Urban Council reserves the rights to delay, change or to cancel this recruitment, either after calling applications, or in the interim period.

MANEL SIYABALAGODA,
Secretary,
Horana Urban Council,
Horana.

At the Horana Urban Council,
21st June, 2018.

SPECIMEN APPLICATION FORM

HORANA URBAN COUNCIL

APPLICATION FOR THE POST OF

01. (i) Name with initials :_____.

(ii) Names denoted by initials :_____.

02. Permanent Address :_____.

03. Telephone Number :_____.

04. District of Permanent residence :_____.

05. N. I. C. No. :_____.

06. Sex (Male or Female) :_____.

07. (i) Date of Birth :_____.

(ii) Age as at 20.07.2018 :

Years :_____, Months :_____, Days :_____.

08. Are you a Citizen of Sri Lanka, if so by descent or by Registration? :_____.

09. Educational Qualifications :————.
10. Professional Qualifications (With certificates confirming the results.) :————.
11. Service Experience :————.
12. Other Qualifications :————.
13. Have you ever been convicted in a Court of Law for any Crime? :————.
14. I declare that the above information furnished by me are true and correct, according to my knowledge and belief. I am also aware, that I will get disqualified, if the above information is found to be False and untrue before being appointed to the post, and it will lead to dismissal from service without paying any compensation if detected after being appointed to the post.

_____,
Signature of the Applicant.

Date :————.