



FILLING OF VACANCIES IN THE SOUTHERN PROVINCIAL PUBLIC SERVICE

Pradeshiya Sabha – Kirinda Puhulwella

APPLICATIONS are invited from qualified residents who have permanent residence in the Southern Province for the recruitment for following vacancies of Kirinda Puhulwella Pradeshiya Sabha.

<i>Serial No.</i>	<i>Designation</i>	<i>No. of vacancies</i>	<i>Salary scale</i>	<i>Educational and other qualification</i>
01	Driver Grade III	01	PL 3-2016 Rs. 25,790-10x270- 10x300-10x330-12-350- Rs.38,990 (As per Pub. Adm. Cir. 3/2016)	01. Should have passed any six subjects in General certificate of Education Ordinary Level in not more than two sittings.

<i>Serial No.</i>	<i>Designation</i>	<i>No. of vacancies</i>	<i>Salary scale</i>	<i>Educational and other qualification</i>
				02. Valid Motor Vehicle Driving licence issued by Commissioner of Motor Traffic. (including heavy vehicles) 03. At least 03 years experience after having driving licence.
02	Work Field Labourer Grade III	02	PL 1-2016 Rs. 24,250-10x250-10x270-10x300-12-330- Rs. 36,410 (As per Pub. Adm. Cir. 3/2016)	Should have passed Grade 08 (Year 09)
03	Health Labourer Grade III	02	PL 1-2016 Rs. 24,250-10x250-10x270-10x300-12-330- Rs. 36,410 (As per Pub. Adm. Cir. 3/2016)	Should have passed Grade 08 (Year 09)

02. *Recruitment conditions :*

1. Applicants should be citizen of Sri Lanka by decent or registration.
2. Applicants should be in good mental and physical fitness.
3. Should be permanent residents in the Southern province in 03 recent years as at closing date of applications.
4. Should be not less than 18 years and not more than 45 years as at closing date of application. (Maximum age limits is not applicable for those who are already in the Southern Provincial Public Service).
5. Qualified persons will be selected on the marks obtained at a property interview as per recruitment procedure.
6. Every applicant who apply for the post of Driver should have a good eye vision and be in a mental and physical fitness sufficient to be employed in day and night.
7. Applicants who are already employed in casual, substitute, contract or daily basis posts at Kirinda Puhulwella Pradeshiya Sabha should send their applications through their head of Department. Priority would be given to residents within the area of Pradeshiya Sabha.
8. Selected employees shall adhere to serve according to Establishment Code and Financial Regulations of Democratic Socialist Republic of Sri Lanka, Department orders and regulations and orders which will be enacted from time to time by Kirinda Puhulwella Pradeshiya Sabha.
9. All qualifications required for the recruitment for the post should have been completed as at the date stated in the notice of calling application.

03. *Service conditions :*

- (i) All of these posts are permanent and pensionable.
- (ii) Should contribute into Widows/ Widowers and Orphanage Pension Scheme.
- (iii) Recruiters are subject to probation period of 03 years. If works, attendance and conduct are satisfactory during that period of probation service will be made confirmed.
- (iv) Should obtain necessary language proficiency as per Official Language Policy.
- (v) Should not have been convicted or punished by any court of law under Penal Code.

04. Marking procedure of the structural interview for the recruitment for the post of Driver.

* For G.C.E. (O/L) pass	(8x1)	=	8
* For G.C.E. (O/L) credit pass	(8x2)	=	16 (Maximum)
* For G.C.E. (A/L) pass		=	04
* Professional knowledge		=	10
* Personality		=	05
* Job related training or service experience (marks 02 for each year)		=	15
Total		=	50

40% (20 marks) or more should be obtained for getting through.

* Total marks for professional knowledge test	=	50
40% (20 marks) or more should be obtained for getting through.		

05. Fields and amount of marks given at the interview for other posts.

* Educational qualifications	Maximum marks	=	30
* Additional qualifications	Maximum marks	=	10
* Experience	Maximum marks	=	10
* Residence within the Sabha area (5 marks for each year)	Maximum marks	=	45
* Performance shown at the interview	Maximum marks	=	<u>05</u>
Total		=	<u>100</u>

(Minimum amount of marks to be considered for selection is 50%)

06. Copies of following certificates should be annexed with the application and originals should be submitted at the interview :

- * Certificate of birth
- * National Identity Card
- * Educational certificates, other certificates with the highest educational qualifications.
- * Grama Niladhari's certificate counter signed by Divisional Secretary to prove the residence.
- * Two recent certificate of character.
- * Service experience certificates
- * Photo copy of the Driving licence for applicants for the post of Driver.
- * Certificates on other qualifications.

(Only qualified applicants will be called for the interview).

07. *How to apply*. – Application prepared in a paper size “12x8” as per the specimen given here should reach on or before 31.08.2018 to “Chairman” Kirinda Puhulwella Pradeshiya Sabha, Kirinda Puhulwewa under registered post or could be handed over. On the top left hand corner of the envelope in which the application is enclosed post for has to be mentioned. Applications by hand will not be accepted. Delayed or incomplete applications will be rejected.

Chairman of Kirinda Puhulwella Pradeshiya Sabha reserves full powers to delay or alter this recruitment or cancel or amend the notice after or during calling applications.

SANATH HETTIARACHCHI,
Chairman,
Kirinda Puhulwella Pradeshiya Sabha.

Kirinda Puhulwella Pradeshiya Sabha,
Kirinda Puhulwella,
On this 19 day of July, 2018.

SPECIMEN APPLICATION FORM

KIRINDA PUHULWELLA PRADESHIYA SABHA

APPLICATION FOR THE POST OF

- 01. Name with initials :_____.
- 02. Names denoted by initials :_____.
- 03. Permanent Address :_____.
- 04. District of permanent residence :_____.
- 05. National Identity Card Number :_____.
- 06. Date of Birth :- Year :_____. Month :_____. Day :_____.
- 07. Age as at closing date of application :- Years :_____. Months :_____. Days :_____.
- 08. Civil status :_____.
- 09. Whether you are a citizen of Sri Lanka? :_____.
- 10. Have you been convicted by a court of law :_____.
- 11. Telephone No. :_____.
- 12. Educational qualifications :

G. C. E. (O/ Level)

G.C.E. (A/Level)

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- 13. Professional qualifications and experience :_____.
- 14. If you are already employed in Kirinda Puhulwella Pradeshiya Sabha or Southern Provincial Public Service :
 - 1. Present designation :_____.
 - 2. Date of appointment to that post :_____.
 - 3. Type of that appointment :_____. (whether permanent/ substitute/ casual/ contract/ daily basis)

I do hereby certify that above details furnished by me are true and correct. I am aware that I will be disqualified if any information is found false before selection and I will be subject to be dispelled from the service if such an information found false after the appointment.

Applicant's Signature.

Date :_____.

Certificate of the Head of Department/ Institution

The Applicant Mr./ Miss/ Mrs. has been employed in this Department/ Institution as The particulars furnished by him/ her are true and he/ she can be released from the service if selected for above post. His/ her application is recommended and submitted.

Signature of the Head of Institution ;_____.
Name :_____.
Designation :_____.

Date :_____.