

CALLING APPLICATIONS FOR THE POSTS OF PRE-PRESS PRINTER, PRINTING TECHNICIAN AND POST-PRESS PRINTER - GRADE III, SERVICE CATEGORY OF PUBLIC MANAGEMENT TECHNICAL SEGMENT 3 OF THE DEPARTMENT OF CENSUS AND STATISTICS TO FILL IN THE VACANCIES ON OPEN BASIS

APPLICATIONS are invited for the post of Pre-press Printer, Printing Technician and Post-press Printer - Grade III, Service Category of Public Management Technical Segment 3 of the Department of Census and Statistics according to the recruitment procedure to select suitable individuals as follows to fill in the vacancies on open basis.

Vacancies available for the posts are as follows :

| | | |
|---------------------|---|----|
| Pre-press printer | - | 01 |
| Printing Technician | - | 02 |
| Post-press printer | - | 05 |

02. *Nature of the Post.*- This post is permanent and pensionable (subjected to any policy formulated by the Government in future regarding the pension scheme you are entitled to.

03. *Salary Code and Salary Scale :*

3.1 Salary Code : MT 01-2016

3.2 Salary Scale : Entitled to a monthly salary scale of Rs. 29,840 -10x300 -11x350 - 10x560 - 10x660 - Rs. 48,890.

The salary at the appointment will be decided on Public Administration Circular No. 03/2016 dated 25.02.2016.

04. *Duties of the posts.*- Pre-press printer

- * Page layout
- * Camera processing
- * Film preparation and page layout
- * Ripping
- * Image setting
- * Making plates
- * Making polymer plates
- * Operating digital printing machines

Printing Technician.- Identifying defects of all the printing machines and performing minor repairs in the printing division of Department of Census and Statistics.

Post-press printer.- Folding, gathering, inserting, wiring, sewing sections and perfect binding, cutting, preparing case covers, preparing ledgers, rebinding, foiling.

05. *Conditions of the recruitment :*

5.1 *Educational Qualifications :* G. C. E. (O/L) with 6 subjects at a single sitting with credit passes for Sinhala/Tamil/English language, Mathematics and for 2 more subjects.

5.2 *Professional Qualifications :* Pre-press printer :

Having followed and obtained a certificate for full time course for 3 or 4 years related to pre-press printing from a recognized institution or having 4 years of professional experience related to pre-press printing from a recognized institution.

Printing Technician :

Having followed and obtained a certificate for full time course on Fitting/Electrical Technology related to Printing Electrician field for 3 or 4 years from a recognized institution or having obtained a proficiency certificate of NVQ level IV.

Post-press Printer :

Having followed and obtained a certificate for full time course related to Post-press printing field for 3 or 4 years from a recognized institution or having obtained a proficiency certificate of NVQ level IV.

5.3 *Experience.*— Experience of not less than 10 years in the related field from a recognized institution.

5.4 *Physical Qualifications.*— Each candidate should possess a sound physical and mental health condition to work in any part of Sri Lanka and to discharge his/her official duties.

5.5 *Other Qualifications :*

1. Applicant should be a Sri Lanka citizen,
2. Applicant should possess an excellent character,
3. All required qualifications for the post should have had obtained before the closing date of applications as mentioned in the application calling notification.

Note.— All applicants should confirm their educational qualifications and experience by producing valid certificates and these qualifications should be completed by the closing date of applications.

5.6 *Age limit :* He/She should be at the age of between 18 and 35 years.

06. *Recruitment method.*— Applicants will be appointed to each post according to the skills order as per results obtained for the competency evaluation interview conducted by the interview board appointed by the Director General of Department of Census and Statistics. The detailed marking scheme for the competency evaluation interview is mentioned in the Annexure 1.

07. The applications prepared according the specimen form in this notification should be completed accurately and having indicated the post applying on the top left corner of the cover, should be sent through register post to reach "Director General, Department of Census and Statistics, No. 306/71, Polduwa Road, Battaramulla" on or before 28.09.2018.

08. All required qualifications for the post should have had obtained before the closing date of applications and incomplete applications or applications received after the closing date will be rejected without further notice.

09. Final decision of the recruitment for the post will be taken by the Director General of Department of Census and Statistics.

I. R. BANDARA,
Director General (*Actg.*),
Department of Census and Statistics.

Annexure I

Open Recruitment for the Posts of Pre-press Printer, Printing, Technician and Post-press Printer - Grade III, Service Category of Public Management Technical Segment 3 of Department of Census and Statistics

COMPETENCY EVALUATION INTERVIEW - MARKING SCHEME

| <i>Main Scoring Headings</i> | <i>Maximum Scores</i> |
|---|-----------------------|
| 1. Additional Educational Qualifications : If passed G. C. E. (O/L) 5 marks If passed English Language in G. C. E. (O/L) For Distinction or very good pass (A/B/D) 5 marks For Credit pass 3 marks For Ordinary pass 1 mark | 10 |

| Main Scoring Headings | Maximum Scores |
|--|----------------|
| <p>2. Additional Professional Qualifications : (Maximum of 5 certificates will be taken into consideration)</p> <p>Pre press Printer Having followed, <div style="display: flex; justify-content: space-between;"> A training course of not less than 1 year 5 marks </div> <div style="display: flex; justify-content: space-between;"> A training course of not less than 6 months 3 marks </div> <div style="display: flex; justify-content: space-between;"> A training course of not less than 1 week 1 mark </div> </p> <p>related to Pre-press printing from a recognized institution</p> <p>Printing Technician Having followed, <div style="display: flex; justify-content: space-between;"> A training course of not less than 1 year 5 marks </div> <div style="display: flex; justify-content: space-between;"> A training course of not less than 6 months 3 marks </div> <div style="display: flex; justify-content: space-between;"> A training course of not less than 1 week 1 mark </div> </p> <p>related to Pre-press printing from a recognized institution</p> <p>Post-press Printer Having followed, <div style="display: flex; justify-content: space-between;"> A training course of not less than 1 year 5 marks </div> <div style="display: flex; justify-content: space-between;"> A training course of not less than 6 months 3 marks </div> <div style="display: flex; justify-content: space-between;"> A training course of not less than 1 week 1 mark </div> </p> <p>related to Pre-press printing from a recognized institution</p> | 25 |
| <p>3. Additional Experience : (Marks are provided for additional experience other than the experience under main qualifications for maximum of 5 years with 12 marks for each full year)</p> <p>Pre-press Printer For service experience as a Pre-press printer in a recognized institution 60 marks</p> <p>Printing Technician For service experience as a Printing Technician in a recognized institution 60 marks</p> <p>Post-press Printer For service experience as a Post-press printer in a recognized institution 60 marks</p> | 60 |
| 4. Skills shown at the interview | 05 |
| 5. Total | 100 |

I. R. BANDARA,
Director General (*Actg.*),
Department of Census and Statistics.

III. SERVICE CATEGORY OF PUBLIC MANAGEMENT TECHNICAL SEGMENT 3 IN THE DEPARTMENT OF CENSUS AND STATISTICS

1. Full Name : _____
 2. Name with initials : _____
 In Sinhala : _____
 In English : _____

3. Residence : _____.
 4. Date of Birth : _____.
 5. Age as at 28.09.2018 : Years : _____, Months : _____, Days : _____.
 6. Sex : _____.
 7. Civil Status : _____.
 8. National Identity Card Number : _____.
 9. Tele. No. : _____.
 10. Citizenship : _____.
 11. Educational Qualifications :
 G. C. E. (O/L) :

Examination No. : _____.

Year of Examination : _____.

- I.
 II.
 III.
 IV.
 V.

- VI.
 VII.
 VIII.
 IX.
 X.

G. C. E. (A/L) :

Examination No. : _____.

Year of Examination : _____.

- I.
 II.

- III.
 IV.

12. Professional Qualifications :

| <i>Name of the Course</i> | <i>Institution</i> | <i>NVQ Level</i> | <i>Time Duration</i> | <i>Valid Date</i> |
|---------------------------|--------------------|------------------|----------------------|-------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

13. Experience :

| <i>Institution</i> | <i>Service Period</i> |
|--------------------|-----------------------|
| | |
| | |

14. Other Qualifications : _____
 _____.

I do hereby certify that the information furnished by me in this application is true and correct. I am fully aware that if any of these particulars have been found false or incorrect, renders me as disqualified and that if found subsequently to the appointment I will be dismissed without any compensation.

_____,
 Signature of the Applicant.

Date : _____.

15. *Attestation of the Signature :*

I hereby certify that Mr./Mrs./Miss who have signed above is personally known to me and that he/she put his/her signature before me.

_____,
Signature of the Attesting Officer and the official stamp.

Date : _____.
Name : _____.
Designation : _____.
Address : _____.

16. When the applicant is employed in a government Department/Institution, the application shall be forwarded through the Head of the Department along with the certificate below :

I hereby certify that the above particulars given in 1-14 are true and accurate and that this officer possesses all the qualifications required to appear for the interview. If selected he/she can be/can't be released from the service.

_____,
The signature of the Head of the Department.
(the official stamp)

Date : _____.
Name : _____.
Designation : _____.
Address : _____.