



GOVERNMENT ANALYST'S DEPARTMENT

Open Competitive Examination for Recruitment for the Post of Laboratory Assistant, Grade III in the Supervisory Management Assistant Technical Service Category - 2018

APPLICATIONS are invited from the citizens of Sri Lanka (both from male and female candidates) who have fulfilled the necessary qualifications set out below, to recruit for the post of Laboratory Assistant - Training Grade in the Supervisory Management Assistant Technical Service Category fallen vacant in the Government Analyst's Department.

02. Suitable Candidates will be selected based on the order of merit to be secured at the Open Competitive Examination to be conducted by the Commissioner General of Examinations.

03. The Open Competitive Examination will be conducted by the Department of Examinations in the month of March, 2019 in Sinhala, Tamil and English Medium of Languages at the Examination Centers to be established in the Towns indicated in the Schedule 01 appended at the end of this Notice of calling for applications. In case of the number of candidates for an Examination Centre in a designated Town will be inadequate, such Examination Centre will

render to be cancelled and such candidates will be referred to the nearest Examination Centre which will have sufficient number of candidates.

The names of the Towns where the Open Competitive Examination is Scheduled to be conducted and the Serial Numbers allotted to such Towns are indicated in the Schedule 01. The name of the Town and the Serial Numbers allotted to that Town must be written in the space provided in the Specimen Application in perfectly compliance with the Schedule 01 appended at the end of this Notice of calling for applications. You are required to indicate in accordance with your order of preference two Towns where you intend to sit the Examination. Candidates will not be allowed at a later stage to change the Medium of Language and the Town which they indicate in the application.

04. *Methods of Recruitment.* – Of the total number of vacancies, 100% are to be reserved for external candidates and the recruitments will be made by way of an Open Competitive Examination to be conducted after calling for applications through a *Gazette* Notification or a public notice. The candidates will thereafter be summoned for Interview on the basis of the order of merit to be secured at the Open Competitive Examination. (No marks will be awarded at the Interview.) Candidates who have fulfilled the basic requirements as per this Notice of calling for applications and will obtain highest marks for the two Subjects at the Open Competitive Examination will be recruited for the post of Laboratory Assistant - Training Grade in the Sri Lanka Supervisory Management Assistant Technical Service Category.

05. *Educational and Other Qualifications :*

05.1 *Educational Qualifications :*

- (a) Every candidate should pass six (06) subjects at the General Certificates of Education (Ordinary Level) Examination in two (02) sittings with credit passes for Sinhala/Tamil/English Language including Mathematics and Science and any other subject,

and

- (b) Every candidate should pass three (03) subjects at the General Certificates of Education

(Advanced Level) Examination in Science Stream in one (01) sitting with passes for Combined Mathematics, Physics, Biology or Agriculture including Chemistry that is compulsory for this service.

- 05.2 Every candidate should be not less than 18 years and not more than 30 years of age as at the closing date of applications. Accordingly, those whose date of birth fell on or before 17.12.2000 and on or after 17.12.1988 are only eligible to apply.
- 05.3 Every candidate should be citizen of Sri Lanka.
- 05.4 Every Candidate must furnish satisfactory proof that he/she is of excellent moral character and physically sound.
- 05.5 All Clergy belonging to any of religions or religious sect are not eligible to apply.
- 05.6 Only candidates who have fulfilled all basic requirements and necessary qualifications including the prescribed age limit in every respect as at the date of this Notice of calling for applications will be treated to be eligible candidates to sit the Open Competitive Examination.

Method of Applications :

06. The application to be prepared in A-4 papers in size to appear the heads of items only on one side of such papers as per the specimen application form appended at the end of this Notice of calling for applications should be filled in and completed by the candidate his/her own legible handwriting. All applications completed in every respect as per the specimen application form appended at the end of this Notice of calling for applications should be sent by registered post on or before 17.12.2018 to reach "The Commissioner General of Examinations, Organizations (Establishments and Foreign Examinations) Branch, Department of Examinations, P.O. Box 1503, Colombo, Sri Lanka and the envelope containing the application should be written the words " The Post of Laboratory Assistant - Training Grade - Government Analyst's Department."

Applications from the Officers already in the Public Service/ Provincial Public Service must be forwarded through their respective Heads of Departments. Both late applications and incomplete applications will be rejected without notice and the receipt of applications will not be acknowledged. It is therefore advisable for all candidates to retain in their safe custody a photo copy of the perfected original application. The name of the Examination indicated in the caption of this Notice of calling for applications should also be written in English Language only in case of the application which will be sent either in Sinhala Language or in Tamil Language. In the application, Items No. 01 to 07 should appear on the one sided first page and the rest of the Items should be on the second and the third one sided pages respectively as the case may be. Candidates should see to ascertain as to whether their completed applications have been prepared in conformity with the specimen application provided for in this Notice of calling for applications as those which are inconsistent with the specimen form will have to be rejected.

07. The Commissioner General of Examinations will send Admission Card and the Time Table indicating the Examination Centre, the date, the time of the Examination directly to the Candidates. Candidates should get certified the Admission Card as provided for herein and submit same to the Supervisor of the Respective Examination Hall. Candidates who will fail to submit the certified Admission Card as provided for herein will not be permitted to sit the Examination under any circumstances. The Department of Examinations will publish a paper advertisement immediately after the Admissions card will be issued to the relevant candidates. Those who will not receive their Admissions Cards even after the lapse of 02 or 03 days immediately after the paper advertisement will be published, are required to inform the Department of Examinations as per the procedure laid down in the paper advertisement. Accordingly, for this purpose you are required to forward to the Department of Examinations a letter enclosing therewith certified photo copies of the original application and the Receipt in proof of the payment of Examination Fee together with the relevant Registered Postal Article Receipt that are already under your safe custody along with a fax number in case of the candidates residing outside Colombo so that they may be faxed the Admission Card.

08. The National Identity Card or the Valid Passport or the Valid Driving License will only be accepted at the Examination for the purpose of the establishment of the

identity of the candidates. The Commissioner General of Examinations will impose examination rules for which all candidates are required to abide by them. Breach of any one, more or all of such rule may result in the candidate to be subject to any such form of punishment which may be dealt with by the Commissioner General of Examinations.

09. Candidates who will send applications that are perfect in every respect as per this Notice of calling for applications will be permitted to sit the Examination on the general presumption that the Candidates who have applied for this post have fulfilled all the basic requirements as per this Notice of calling for applications. Issuing of an Admission Card to any candidate to sit the Examination shall not be construed as an eligibility of that candidate to claim for this post. Candidates who, at the Interview at which they will be summoned on the basis of the order of merit secured at the Open Competitive Examination, will fail to produce their qualifications will be decided to be disqualified for the recruitment for the post.

10. The final decision in respect of any material facts not disclosed in this Notice of calling for applications and the award of appointments shall be reserved with the Government Analyst.

11. Any Candidate to be applied from any establishment should get his signature certified by his/her Head of the Department or any other officer authorized by such Head of the Department and in case of the rest of the candidates, they should get their signatures certified by a Principal of a Government School, a Grama Niladhari, a Justice of the Peace, a Commissioner for Oath, an Attorney-at-Law, a Notary Public, a Commissioned Officer in the Armed Force, a Permanent Staff Grade Officer receiving an annual consolidated salary of not less than Rs. 240,360.00 or a Chief Incumbent of a Buddhist Temple or a Priest or a member of the clergy taking charge of a place of religious worship holding a recognized and reputable position.

12. *Examination Fee.*— Every applicant should pay a non-refundable sum of Rs. 600.00 as an Examination Fee at a Post Office/Sub-Post Office or District Secretariat/ Divisional Secretariat to the credit of Revenue Head No. 20-03-02-13 in favor of the Commissioner General of Examinations and the Receipt in proof of the payment of the Examination Fee shall be firmly affixed in the space provided for in the application. No cheques, money orders

or stamps will be accepted. The Examination Fee will not be refunded or transferred to such other examination under any circumstances. It is advisable for all candidates if they will keep in their safe custody a copy of the Receipt issued to them in proof of the payment of the Examination Fee.

13. *Open Competitive Examination.*— The Open Competitive Examination will be conducted by the Department of Examinations in Sinhala, Tamil and English medium of Languages. Candidates will not be permitted to change the medium of language that they initially mention in their applications, at a later stage under any circumstances. Every Candidate is required to answer to question papers in a same medium of Language. The Open Competitive Examination will consists of,

- (01) Intelligence Test, and
- (02) Technical Test

14. *Syllabus :*

- (01) Intelligence Test : Duration is 01 Hour and the maximum mark is 100%.

This question paper consists of 50 questions of multiple-choice questions and questions that require short form answers. Candidates are required to answer all questions.

This question paper is designed to test the candidate's reasoning ability, capacity in identification and dealing with numerical complexities, analytical skills and general intelligence etc.

- (02) Technical Test : Duration is 02 Hours and the maximum mark is 100%.

This question paper consists of structured essay type questions and candidates are required to answer all questions.

This question paper is designed to test the candidate's Knowledge of Chemistry.

15. *Selection Procedure.*— A candidate will have to secure not less than 40% marks for each subject at the Examination to reach eligibility for the consideration for recruitment. Candidates will be summoned for Interview on the basis of the order of marks to be obtained at the Examination in order to check the qualifications. The Commissioner General of Examinations will take necessary arrangements to send a result schedule for each candidate indicating the

aggregate mark/ marks for each subject obtained at the Written Examination or to upload the result to the Website of the Department of Examinations. No marks will be awarded at the Interview. Candidates who will possess the basic requirements as per this Notice of calling for applications and will obtain highest marks for both subjects at the Written Examination will be determined to be appointed as Laboratory Assistant -Training Grade.

16. Candidates will be required to produce any or all of the following documents when called up on to do so.

- (a) Highest educational Certificates and certificates of technical qualifications ;
- (b) Certificate of Birth issued by the Registrar General ;
- (c) Three (03) character certificates recently obtained, two of which should be from the principal of the School at which the candidate last studied and the Grama Niladhari within whose Division the candidate resides.

17. *Medical Examination.*— Selected candidates should be present themselves before a medical examination to ensure that they will be physically fit to serve in any part of Sri Lanka. If any candidate is not certified as physically fit, the appointment in case of such candidate will not take effect.

18. *Salary Scale :*

(As per the Public Administration Circular No. 3/2016 and the subsequent revisions made in connection thereto)

This post carries a salary scale of MN-01-2016 -
Rs. 27,140 - 10×300- 11×350- 10×495- 10×660-
Rs. 45,540

19. *Conditions of Service :*

19.1 This post is permanent. The appointment will be on probation for a period of three 03 years after the training period of 02 years. However, an officer who has already been confirmed in a permanent post in the Public Service normally be required to act in the new post only for a period of one year.

19.2 Selected candidates are liable to contribute to the Widows and Orphans' Pension Scheme/ Widowers' and Orphans' Pension Scheme and

are subject to policy decisions to be taken in respect of the Pension Scheme by the Government in the future.

ANNEXE 01

CENTERS AND CENTER NUMBERS

19.3 Selected candidates are subject to the Sri Lanka Technical Service Minutes, the Establishment Codes, the Financial Regulations, the Departmental Orders and Regulations any such other and further Orders, Rules and Regulations already issued and may be issued from time to time by the Government.

19.4 In term of the Service Minutes of the Sri Lanka Technical Service published in the *Gazette* No. 1930/12 of the Democratic Socialist Republic of Sri Lanka, an officer who is appointed to the post of Laboratory Assistant – Grade III is required to pass the 1st Efficiency Bar Examination before the period of 03 years is elapsed from the date of appointment to that post.

19.5 In terms of the Public Administration Circular No. 7/207, an officer is required to acquire language proficiency in the other official language than the official language in which he/she enters the public service within 05 years from the date of permanent appointment.

19.6 Conditions of appointment specified in the procedural rules of the public service Commission published in the *Gazette* Extraordinary No. 1589/30 are also applicable in respect of this post.

20. In the event of any inconsistency among the Sinhala, Tamil and English texts of this *Gazette* Notice of calling for applications, the Sinhala text shall prevail.

A. WELIANGA,
Government Analyst.

Government Analyst's Department,
No. 31, Isuru Mawatha,
Pelawatta,
Battaramulla,
26th October, 2018.

<i>Centers</i>	<i>Center Number</i>
Colombo	01
Kandy	02
Matara	03
Kurunegala	04
Anuradhapura	05
Rathnapura	06
Badulla	07
Jaffna	08
Batticaloa	09

GOVERNMENT ANALYST DEPARTMENT

**Open Competitive Examination for Recruitment to
the post of Laboratory Assistant Grade III in the
Supervisory Management Assistant Technical Service
Category – 2018**

01. (a) Medium of Language applied for at the Written Examination :
(Indicate the relevant number in the given box)

Sinhala – 2

Tamil – 3

English – 4

- (b) Town & Town No. applied for at the Written Examination :

<i>Name of the Town</i>	<i>Town No.</i>
1.	
2.	

(As per the Schedule 01 referred to in this Notice, please indicate the Town & Town No. you intend to sit the Written Examination)

02. (a) Name with initials :_____.
(indicate the initials after the name)
Ex: (Silva A. B. C.)
(Indicate in English block capitals)

15. Examination Fee :

15.1 Post/Sub-Post Office or District/Divisional Secretariat at which you paid Examination Fee :_____.

15.2 Receipt No. :_____.

15.3 Date on which the payment was made :_____.

Please firmly affix the receipt here.

Receipt in proof of the payment of the Examination has been firmly affixed in the space provided in this application.

_____,
Signature of the officer who attest
the signature of the candidate.

Date :_____.

(In case of candidates who are already employed in the Public or Provincial Public Service, the following declaration is required to be made by the relevant Head of the Department.)

16. Candidate's Declaration :

I, declare that the particulars furnished by me in this application are true and correct to the best of my knowledge and belief. I am also aware that, if any particulars contained herein are found to be false or incorrect, I am liable to disqualification, if detected before selection and to dismissal without compensation, if detected after appointment. Further, I am liable to abide by the decisions to be made by the Commissioner General of Examination with regard to the conducting and releasing of results of this examination.

_____,
Signature of the Applicant.

Date :_____.

17. Declaration of the officer who attest signature of the candidate.

I do hereby certify that Mr./ Miss./Mrs. who submit this application is personally known to me and that he/she has placed his/her signature before me and the

Certificate of the Head of the Department in case of the officers are from the Public or Provincial Public Service :

I do hereby inform that Mr./Mrs./Miss..... has been serving in this Department as a since and that his/her service has been satisfactory and that he/she can be cannot be released if he/she will be selected to recruit to a post on the basis of the results of the Examination.

_____,
Signature of the Head of the Department.

Name :_____.

Designation :_____.

Address :_____.

(Affix Office Frank)

Date :_____.

(The above declaration is only applicable in case of the candidates who are already employed in the Public or Provincial Public Service.)