

01. *Mode of Recruitment.*— The Candidates with the required qualifications mentioned in the advertisement will be called for a written examination conducted by an Institution approved by the Ministry of Defence and the results of the same will be taken into consideration when filling in the vacancies. The selected candidates will be interviewed by a panel appointed by the Secretary, Ministry of Defence. Candidates with the highest marks will be selected to fill the vacancies. Structured interviews will be held as per the marking scheme approved by the Public Service Commission. (mentioned under No. 06)

02. *Salary Code.*— The monthly salary scale attached to the post is Rs. 36,585 -10x660 - 11x755 - 15x930 - Rs. 65,440. (The salary is paid in line with the provisions in Public Administration Circular No. 03/2016 dated 25.02.2016 - MN/6-2016).

03. This post is subject to policy decisions taken by the Government on permanent and pension scheme in due course.

04. *Required Qualifications :*

- * Must be a Sri Lankan citizen,
- * The candidates should be not less than 21 and not more than 35 on the closing date for application.
- * Must have an excellent character.

(i) *Educational/Professional Qualifications :-*

Applicants should possess a degree and a post graduate qualification obtained from a university approved by the University Grants Commission or from an institution approved by the University Grants Commission. (The relevant Degree Certificates should be attached).

(ii) *Physical requirements.*— Every applicant should be physically and mentally fit to perform duties of the post and to serve in any part of the island.

(iii) *Other Qualifications.*— Must have fulfilled the qualifications in all aspects for the recruitment to the post at the closing date of application.

05. *Terms and Conditions of Employment :*

- (i) The appointment is subject to a probationary period of 03 years. After recruitment to the post of Research Officer Grade II, the officer should

MINISTRY OF DEFENCE

**Open Competitive Examination for Recruitment
for Research Officer (Grade II) in an Institution
affiliated to the Ministry of Defence - 2018**

APPLICATIONS are invited from suitable Sri Lankan citizens to fill 10 (ten) vacancies existing in the post of Research Officer (Grade II) in an institution affiliated to the Ministry of Defence.

complete the first efficiency bar examination as specified in the scheme of recruitment.

The structured interview will be based on the following marking scheme.

- (ii) In terms of Public Administration Circular No. 01/2014 dated 21.01.2014 the successful candidates should obtain the relevant proficiency in the official language other than the official language through which they joined the public service with a period of 5 years from recruitment to the post and those who joined the Public Service in a language medium which is not an official language, should obtain the required official language proficiency within the probationary period.

- (iii) This appointment is subject to the procedural rules of the Public Service Commission, the Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the Government and to other Departmental Regulations.

06. *Examination Criteria.*– The exam consists of two papers and will be held in all three languages. The requested medium will not be changed thereafter.

Examination subjects and marks are shown as follows :

Subject	Time	Marks	Pass Marks
Aptitude Test	01 hour	100	40%
Subject knowledge	02 hours	100	40%

Aptitude test.– Consists of words, numbers and diagrams for which, the conclusions and responses given by the candidate will determine the ability of the candidate to understand relations between meaning qualification and space. The paper will also include multiple choice questions and questions for which short answers are expected.

Subject knowledge.– The following areas/subjects will be tested in detail : economy, politics, security, international relations, management, science and technology, education, health, sports, environment, society and culture of Sri Lanka as well as the world.

Examination fee is Rs. 1,000, non refundable which can be credited to Bank of Ceylon (Taprobane Branch) Acc. No. 0007040119 of the Ministry of Defence. Payment can be made at any branch of the Bank of Ceylon. Duly paid deposit slip should be pasted on the relevant page. Please keep a photocopy of the deposit slip for future reference. No Postal Orders or Stamps will be accepted in lieu of the payment.

Subject	Maximum Marks	Marks obtained
Additional Educational Qualifications	15	50%
Professional qualifications relevant to the post	15	
Professional Experience	35	
Computer Literacy	10	
Language Proficiency	10	
Skills demonstrated at the interview	05	
Total	100	

07. *Identity of candidates.*– Only those candidates who have forwarded fully completed applications will be called for the structured interview :

The original and certified copies of all certificates should be submitted at the interview.

The following will be accepted at the interview to confirm the identity of candidates :

- National Identity Card issued by the Commissioner General of Registration of Persons.
- Valid Passport.

08. *Submission of Applications :*

- Duly filled applications should be sent under registered post to reach Secretary, Ministry of Defence. No. 15/5, Baladaksha Mawatha, Colombo 03 on or before 09.12.2018. All applications received after the closing date will be rejected.
- A specimen application is attached at the end of this notice. Application should be prepared on A4 sheets and should contain details from No. 1 to 2.6 on the first page from 3.00 to 5.00 on the second page and the rest on the third page and should be completed in the applicant's own hand writing.
- The top left hand corner of the envelope should mention the post applied for “Research Officer Grade II - Open recruitment”.

(iv) The officers in Public Service and Provincial Public Service should submit applications through their heads of Departments.

(v) Applications which have not been submitted according to the above stated specimen form will be rejected and complaints regarding lost or delayed applications will not be entertained.

09. *Furnishing false particulars.*– If any of the particulars furnished by you are found to be false or erroneous before the recruitment, your candidature will be cancelled. In case such false or erroneous particulars are detected after recruitment, action will be taken to discontinue your service and you will be subjected to relevant disciplinary actions.

10. The Secretary of the Ministry of Defence reserves the right to either fill or not fill the vacancies for the post.

Secretary,
Ministry of Defence.

No. 15/5, Baladaksha Mawatha,
Colombo 03,
25th October, 2018.

MINISTRY OF DEFENCE

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT FOR RESEARCH OFFICER (GRADE II) IN AN INSTITUTION
AFFILIATED TO THE MINISTRY OF DEFENCE - 2018

Index Number :	
For office use only	<input type="text"/>
Medium of Examination :	
Sinhala - 2 Tamil - 3 English - 4	<input type="text"/>
(Indicate the relevant number in the cage)	
Medium of examination cannot be changed.	

1.0 Name :

1.1 Name in full (In English Block Letters) : Mr./Mrs./Miss :_____.

(Ex. : HERATH MUDIYANSELAGE BUDDHIKA SAMPATH KUMARA GUNAWARDHANA)

1.2 Name with last name at the beginning and initials of other names at the end (In Block Letters) :_____.

(Ex. : GUNAWARDENA, H. M. B. S. K.)

1.3 Name in full :_____.

(Sinhala/Tamil)

1.4 Ethnicity : ☐ Sinhala - 1, Tamil - 2, Muslim - 3, Other - 4

1.5 National Identity Card No. :

1.6 Sex : Female - 1 Male - 0

(Indicate the relevant number in the cage)

2.0 2.1 Permanent Address (In Block Letters) :_____.

2.2 Permanent Address (In Sinhala/Tamil) :_____.

2.3 Office address (In Block Letters) :_____.

2.4 Office address (In Sinhala/Tamil) :_____.

2.5 Address to which admission should be sent (In Block Letters) :_____.

2.6 Telephone Number :_____.

3.0 3.1 Marital Status : Unmarried - 1 Married - 2 ☐
(Indicate the relevant number in the cage)

3.2 Date of Birth :

Year

Month

Date

3.3 Age as at 09.12.2018 :

Years

Months

Days

4.0 Educational and Professional Qualifications :

4.1 Basic degree qualification (The relevant Degree Certificates should be attached) :

4.1.1 Degree :_____.

4.1.2 External/Internal :_____.

4.1.3 Subjects :_____.

4.1.4 Date qualified for the degree :_____.

4.1.5 University :_____.

4.2 Post Graduate Qualification (The relevant Degree Certificates should be attached) :

<i>Degree</i>	<i>Subjects/Field</i>	<i>Level of Class</i>	<i>Year</i>	<i>University</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4.3 Computer literacy :

<i>Course</i>	<i>Duration</i>	<i>Institute</i>	<i>Year</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4.4 Proficiency in English Language (mention the courses followed) :_____.

4.5 Professional Qualifications relevant to the field :

<i>Course</i>	<i>Duration</i>	<i>Institute</i>	<i>Year</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5.0 Professional Experience :

<i>Position</i>	<i>Institution/Division</i>	<i>From</i>	<i>To</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

6.0 Examination Fees :

6.1 Name of the branch to which payment was made :_____.

6.2 Amount :_____.

6.3 Date of payment :

the bank deposit slip on the application after paying the examination fee.

Paste one side of the Bank Deposit slip
(Keep a photocopy of the invoice)

_____,
Signature of the Attester.

Declaration by the Applicant :

(Sign before the person certifying) details mentioned herein are true and accurate to the best of my knowledge, and the bank deposit slip relating to the examination fee is pasted. I will hereby abide by any decision taken before, during or after the examination, if I am deemed not qualified to sit for the exam in accordance with rules and regulations relating to the conducting of the examination, further I will abide by all rules and regulation stipulated concerning the conducting of the examination.

_____,
Signature of Applicant.

Date : _____.

7.0 Certification of the Signature :

This is to certify that Mr./Mrs./Miss.
..... submitting the application on placed
his/her signature before me and that he/she has pasted

Date : _____.

Name : _____.

Designation : _____.

Address : _____.

(Place the official stamp)

8.0 Recommendation by the Head of Department/Institution :

I do hereby certify that Mr./Mrs./Miss.
submitting the application is employed in this institution as a
..... (post) and that, necessary actions will be
taken to release him/her from the service of this institution
if he/she is selected for the above post.

_____,
Signature of the Head of the Institution.

Date : _____.

Name : _____.

Designation : _____.

Address : _____.

(Place the official stamp)