



## HARISPATTUWA PRADESHIYA SABHA

APPLICATIONS are hereby invited from the citizens of Sri Lanka, who possess the following qualifications and from persons who are permanent residents not less than 03 years of the Harispattuwa Pradeshiya Sabha, in Order to recruit to the Vacant post in the Harispattuwa Pradeshiya Sabha.

<i>Serial No.</i>	<i>Designation</i>	<i>No. of Vacancies</i>	<i>Salary Scale</i>
01	Driver	01	P.L. 3 - 2016 Under Public Administration Circular 3/2016 - Rs. 25,790 - 10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,990

*Open Recruitment :*

Grade of Recruitment : Grade III

*Educational Qualifications.*– Should have passed minimum six (06) subjects in not more than two sittings in the General Certificate of Education Ordinary Level Examination with 02 Credit passes and passed 05 subjects in one and same sitting.

*Professional Qualifications.*– A driving license issued by the Commissioner General of the Motor Traffic to drive lorry / tractor in the related group of motor vehicles. Should possess a transport bus driving license exceeding 34 cwt. tare weight and carrying not exceeding 32 passengers. (Should possess "A" class driving license or "B" class new driving license issued by the Commissioner General of Motor Traffic prior 03 to years of the recruitment.)

*Experience.*– Should possess minimum 03 years of experience after obtained driving license (experience proven by certificates)

*Physical Qualifications.*– Every applicant should possess a sound physical and moral condition to serve in day and night with good eye sight.

Minimum height should be 05 feet and 2 1/2 inches.

*Age :*

Minimum age limit : 18 years

Maximum age limit : 45 years

*Method of Recruitment.*– The recruitment will be made according to the merit order of the achievement of scored highest marks in the written examination who possess all qualifications required.

### **Competitive Examination for Recruitment to the Local Government Driving Service**

#### *01. Details of Examination :*

<i>Question Paper</i>	<i>Time Duration</i>	<i>Total Marks</i>	<i>Minimum marks required for total marks</i>
01. Highway Code and basic Knowledge in motor mechanism	01 hour	100	40%
02. Basic knowledge in motor mechanism	01 hour	100	20%

02. This examination will be conducted by the Appointment Authority.

03. Two question papers Should be answered in favour of the competitive examination by the medium of instruction or an official language.

04. Minimum forty percent (40%) of the total marks should be obtainable for a pass in each subject.

#### **05. Syllabus of the Examination**

<i>Name of Question paper</i>	<i>Syllabus</i>
01. Highway Code and basic Knowledge in motor mechanism	A multiple choice question paper on basic knowledge in highway code and motor mechanism
02. Basic knowledge in motor mechanism	A multiple choice question paper on basic knowledge in motor mechanism

\* Candidates scored highest marks in the written examination will be called for trade test according to the prevailing vacancy.

*Trade Test :*

<i>Testing heads for marks</i>	<i>Maximum marks</i>	<i>Minimum marks obtainable for a pass</i>
01. Driving skills / Motor Operating skills	40	Those who scored 40% or more out of the total marks in the written examination shall appear for the trade test conducted by a board of examiners assessing the competencies of vehicle driving. The selection will be made on merit among those who qualified and scrutinizing after all qualifications required.
02. Practical knowledge in highway code	40	
03. Basic Knowledge in motor mechanism	20	
Total Marks	100	

*Other Qualifications Required :*

01. Applicant should be a citizen of Sri Lanka by descent or by registration.
02. Should establish a permanent residency for 03 consecutive years within the administrative areas of Harispattuwa Pradeshiya Sabha.
03. Should have an excellent moral character and sound physical condition.
04. Should have a fair knowledge in Highway Code.
05. Should not have been convicted by a Court of Law under penal Code.
06. Should not have been dismissed from the Government or Local Government or Corporation service or not a person retired under 44/90 Public Administration Circular.
07. All the Qualifications required to the recruitment should be completed at the closing date of application mentioned in the *Gazette* notification.

*Limited Recruitment.* – It is applicable to the permanent employees those who possess basic qualifications presently serving in this Local Government Institution.

Recruitment to : Grade III

*Educational Qualifications.* – Should have passed minimum 06 subjects in not more than two sittings in the General Certificate of Education Ordinary Level examination with 02 Credit passes and passed 05 subjects in one and same sitting.

*Professional Qualifications.* – A driving license issued by the Commissioner General of the Motor Traffic to drive lorry / tractor in the related group of motor vehicles. Should possess a transport bus driving license exceeding 34 cwt. tare weight and carrying not exceeding 32 passengers. (Should possess "A" class driving license or "B" class new driving license issued by the Commissioner General of Motor Traffic prior 03 to years of the recruitment.)

*Experience.* – Should possess minimum 03 years experience as a driver after obtaining driving license (Proven through certificates)

*Physical Qualifications.* – Should possess a sound physical and moral condition to serve in day and night with good eye sight Minimum height should be 05 feet and 2 1/2 inches.

*Other Qualifications :*

01. Applicants should be permanent residents of the authority areas of the Pradeshiya Sabha and Should establish a period of minimum 03 years permanent residency.
02. Should possess an excellent moral character and physical fitness.
03. Should possess a fair knowledge on Highway Code and road signs.
04. All the qualifications required for the recruitment should be completed at the closing date of application mentioned in the *Gazette* notifications.

*Age :*

Minimum age limit : 18 years

*Method of Recruitment.*– Those who are qualifying in the interview checking physical, moral, educational and general qualifications along with the result of the structural interview should be succeeded in a trade test conducted by a Motor Traffic Inspector.

*Structural Examination :*

<i>Testing heads for marks</i>	<i>Maximum marks</i>	<i>Minimum marks obtainable for a pass</i>
01. Driving skills / Motor Operating skills	40	Those who scored 40% or more out of the total marks in the written examination shall appear for the trade test conducted by a board of examiners assessing the competencies of vehicle driving. The selection will be made on merit among those who qualified and scrutinized after all qualifications required.
02. Practical knowledge in highway code	40	
03. Basic knowledge in motor mechanism	20	
Total Marks	100	

*Conditions of Service :*

1. This post is Permanent and pensionable.
2. Contribution should be made to widow's and orphan's pension scheme.
3. The selected appointment will be subjected to a period of probation for three years.
4. In addition to the terms and conditions of recruitment, appointees should comply with regulations of Establishment Code of the Democratic and Socialist Republic of Sri Lanka, the Financial Regulations, orders that may be laid down from time to time the Central Provincial Public Services Commission, Government Departments and Harispattuwa Pradeshiya Sabha.

*Method of Applications.*– Applications prepared according to the specimen given below on a paper 12 x 8 sized, should be sent under Registered cover, or can be handed over to the Secretary, Harispattuwa Pradeshiya Sabha, Thiththapajjala, Werellagama, on or before 30. 01. 2019. The post applied should be marked clearly on the top left hand corner of the envelope, enclosing the application. Late and incomplete applications will be rejected. Officers already serving in the Government or Provincial Public Services should forward their application through their Heads of Institutions.

**The applications should be enclosed with certified copies of the following documents.**

1. Certificate of Birth
2. Certificates of Educational Qualifications.
3. Experience Certificates.
4. Professional Certificates.
5. Other Qualification Certificates.
6. Certificate of Residence, issued by the Grama Niladhari, Certified by the Divisional Secretary.
7. Two recent character certificates.

The Secretary to the Harispattuwa Pradeshiya Sabha reserves all such powers to delay or alter such recruitment, do amendment to the recruitment procedures, after calling application or during such process.

K. P. S. D. PATHIRANA,  
Secretary,  
Harispattuwa Pradeshiya Sabha.

Harispattuwa Pradeshiya Sabha,  
Thiththapajjala,  
Werellagama,  
19th day of December 2018.

### Specimen Application Form

#### HARISPATTUWA PRADESHIYA SABHA

APPLICATION FOR THE POST OF .....

01. Full Name of the Applicant :\_\_\_\_\_.
02. Postal Address :\_\_\_\_\_.
03. Date of Birth : Year :\_\_\_\_\_. Month :\_\_\_\_\_. Date :\_\_\_\_\_.
04. Age at the closing date of application : Years :\_\_\_\_\_. Months :\_\_\_\_\_. Days :\_\_\_\_\_.
05. Sex : Male / Female :\_\_\_\_\_.
06. Martial Status : Married / Single :\_\_\_\_\_.
07. National Identity Card Number :\_\_\_\_\_.
08. Class of the Driving License :\_\_\_\_\_.
09. Driving License No. :\_\_\_\_\_.
10. Citizen of Sri Lanka by descent or by registration ? :\_\_\_\_\_.
11. Period of permanent residency in Harispattuwa :\_\_\_\_\_.
12. Educational Qualifications :  
Year passed :\_\_\_\_\_.

Subject	Pass	Subject	Pass

13. Other Educational Qualifications :\_\_\_\_\_.
14. Service Experience :\_\_\_\_\_.
15. Have you been convicted for any offense by a Court of Law ? :\_\_\_\_\_.

I, do hereby declare that the particulars furnished by me in this application are true and correct to the best of my knowledge. I am aware that I am liable to be disqualified before the appointment if the information furnished by me are found to be false and I am liable to dismiss without any compensation if it is detected after selection to the post.

\_\_\_\_\_,  
Signature of Applicant.

Date :\_\_\_\_\_.