

PRADESHIYA SABHA - AMBALANTOTA

Filling of vacancies in the Southern Provincial Public Service

APPLICATIONS are invited from qualified residents who have permanent residence in the Southern Province for the recruitment for following vacancies of Ambalantota Pradeshiya Sabha in the categories of non skilled primary, semi skilled and skilled in junior service. (Priority will be given to those who are permanent residents in the area of Ambalantota Pradeshiya Sabha and currently employed in Ambalantota Pradeshiya Sabha on the basis of temporary, casual, substitute, contract and registration.

Serial No.	Designation	No. of vacancies	Salary scale Monthly	Educational & other qualification
01	Driver Grade III	01	Rs. 25,790-10x270-10x300-10x330-12x350-Rs. 38,990 (PL 3- 2016 of Pub. Adm. Cir. 3/2016). (will be placed on the salary scale as per schedule II of pub. Admin. Circular 3/2016)	<p>(I) Should have passed any 06 subjects in General certificate of Education Ordinary Level in not more than two sittings.</p> <p>(II) Should have obtained valid Motor Vehicle Driving licence issued by Commissioner of Motor Traffic.</p> <p>(III) Should have obtained a certificate of National Vocational Qualification (NVQ level 04) so that it could be fulfilling and maintaining functions of the vacant post of Driver of Local Government Department.</p> <p>(IV) At least 03 years experience after having driving licence,</p> <p><i>Physical qualifications :</i> Minimum height should be 05 feet. Should be physically and mentally fit to be employed in day and night duties. Should have a good eye vision.</p> <p>Physical fitness should be proved by a medical certificate issued by a Government Medical Officer.</p>
02	KKS III	01	Rs. 24,250-10x250-10x270-10x300-12x330-Rs. 36,410 (PL 1-2016 of Pub. Adm. Cir. 3/2016). (will be placed on the salary scale as per schedule II of pub. Admin. Circular 3/2016)	<p>(I) Should have passed 06 subjects with at least Two (02) Credit passes in General certificate of Education Ordinary Level in not more than two sittings. (Should have passed Five (05) subjects in one sitting)</p>
03	Crematorium Operator Grade III	01	Rs. 25,250-10x270-10x300-10x330-12x350-Rs. 38,450	<p>(I) Should have passed any 06 subjects in General certificate of Education Ordinary Level in not more than two sittings.</p>

Serial No.	Designation	No. of vacancies	Salary scale Monthly	Educational & other qualification
			(PL 02-2016 of Pub. Adm. Cir. 3/2016). (will be placed on the salary scale as per schedule II of pub. Admin. Circular 3/2016)	(II) Should have obtained a proficiency of level Two of National Vocational Qualification (NVQ level 04) as concluded by Tertiary and Vocational Education Commission. (III) Experience in the relevant field will be added qualification.
04	Watcher Grade III	01	Rs. 24,250-10x250-10x270-10x300-12x330- Rs. 36,410 (PL 01-2016 of Pub. Adm. Cir. 3/2016). (will be placed on the salary scale as per schedule II of pub. Admin. Circular 3/2016)	Should have passed 06 subjects with at least Two (02) Credit passes in General certificate of Education Ordinary Level in not more than two sittings. (Should have passed Five (05) subjects in one sitting)
05	Health Labourer Grade III	01	Rs. 24,250-10x250-10x270-10x300-12x330- - Rs. 36,410 (PL 1-2016 of Pub. Adm. Cir. 01/2016). (will be placed on the salary scale as per schedule II of pub. Admin. Circular 3/2016)	Should have Grade 8 (Year 9)
06	Work/Field Labourer Grade III	01	Rs. 24,250-10x250-10x270-10x300-12x330- - Rs. 36,410 (PL 01-2016 of Pub. Adm. Cir. 3/2016). (will be placed on the salary scale as per schedule II of pub. Admin. Circular 3/2016)	Should have Grade 8 (Year 9)

02. General conditions of recruitment :

- (i) Applicants should be a citizens of Sri Lanka.
- (ii) Applicants should have a moral character and be in good mental and physical fitness.
- (iii) Should be permanent residents in the Southern province within 05 recent years as at closing date of applications.

- (iv) Should be not less than 18 years and not more than 45 years of age as at closing date of application. But this maximum limit of age is not applicable to those who are already employed in the Public Service or Provincial Public Service.
- (v) Should not have been convicted or punished by a court under penal code or dispelled from Public Service or Provincial Public Service.
- (vi) All qualifications required for the recruitment for the post should have been completed in every respect as at the date of calling application.
- (vii) Chairman of Ambalantota Pradeshiya Sabha reserves powers to delay or alter this recruitment or cancel or amend the notice after or during calling applications.

03. As per the service minute concerned applicants may be referred to one or more or all proper written test/ oral test/ physical fitness test/ structural interview/ professional interviews and qualified persons will be selected based on the marks obtained at such interviews. (In an event of obtaining similar marks by two or more applicants Chairman of Ambalantota Pradeshiya Sabha may decide the person to be recruited.)

04. No applicants are considered to be qualified for recruitment only by they were called for the interview or they faced such interviews.

05. *Service conditions :*

- 1. The post is permanent. You will be subject to a policy decision that would be taken by the Government in the time to come regarding pension scheme to which you are entitled.
- 2. Appointment will be subject to a probation period of 03 years and at the end of 03 years, permanent posts will be awarded only to employees whose works, attendance and conduct are satisfactory. It is also needed to get through the first efficiency bar examination prior to the end of probation period.
- 3. You are bound to work in accordance with provisions of Establishment Code, Financial Regulations, conditions enacted from time to time by Southern Provincial Council or Southern Provincial Public Service Commission, provisions of ordinances/ Acts relevant to local government authorities and Sabha decisions taken by Ambalantota Pradeshiya Sabha from time to time.

06. *Method of forwarding applications :*

- I. Applications made in both sides of A4 paper as per the specimen application stated in this notice should be sent by registered post to “Chairman, Ambalantota Pradeshiya Sabha, Ambalantota” before 28.02.2019.
- II. The post “.....” has to be stated on the top left hand corner of the envelop in which the application is enclosed.
- III. Separated applications should be forwarded if applied for a few posts.
- IV. Applicants who are already in Public/ Provincial Public service should forward their applications through their heads of Department.
- V. Late applications are not considered. Incomplete applications are also rejected and applicants who have fulfilled basic qualifications will be called for the interview.
- VI. Certified photo copies of following documents should be annexed and originals should be compulsorily submitted at the interview.
 - (a) Certificate of birth
 - (b) National Identity Card
 - (c) Educational certificates
 - (d) Grama Niladari's certificate counter signed by Divisional Secretary to prove the residence
 - (e) Certificates of vocational and other qualifications
 - (f) 03 recent character certificates (One character certificate has to be obtained from the Grama Niladhari).

In case of revealing any information or certificates submitted by applicants false or inaccurate or the applicant has purposely concealed any important information prior to selection the said applicant will become disqualified to be selected and if so revealed after being selected the applicant is subject to be dismissed from the service at any time without any compensation.

M. R. P. DARSHANA SANJEEWA,
Chairman,
Ambalantota Pradeshiya Sabha.

28 th day of January, 2019.

SPECIMEN APPLICATION FORM

AMBALANTOTA PRADESHIYA SABHA

APPLICATION FOR THE POST OF

1. Applicant's name with initials :_____.
2. Names denoted by initials :_____.
3. Permanent Address :_____.
4. Gender :_____.
5. Civil statues :_____.
6. (i) Date of Birth : Year :_____ Month :_____ Date :_____.
- (ii) Age as at 28.02.2019 : Years :_____ Months :_____ Days :_____.
7. National Identity Card No. :_____.
8. Race/Religion :_____.
9. Whether you are a citizen of Sri Lanka ? if so by birth or registration :_____.
10. Period of permanent residence in Southern Province :_____.
11. Educational qualifications (Attach certificates) :_____.
12. Service experience and professional qualifications :_____.
13. Other qualifications :_____.
14. If you are already employed in this Pradeshiya Sabha, period of such service and details, type of appointment (Temporary/ casual/substitute/contract/registered) :_____.
15. Have you convicted by a court of law for offences under Penal Code? :_____.
- If so, give details :_____.

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 dismissed from the service without any compensation if such an information found false after the appointment. I further certify that I have never been convicted by any court of law for an offense.

_____,
Applicant's Signature.

Date :_____.

*Certificate of the Head of Department,
 (only for those who are already employed)*

I do certify that the applicant has been employed as and foregoing information stated by the applicant are correct and he/ she could be released from service if selected for the post applied.

_____,
 Signature and Official stamp of the Head of Department.

Date :_____.