

**MINISTRY OF MAHAWELI DEVELOPMENT
AND ENVIRONMENT**

Department of Forest Conservation

**OPEN COMPETITIVE EXAMINATION FOR
RECRUITMENT TO THE POST OF
FOREST FIELD ASSISTANT OF THE DEPARTMENT
OF FOREST CONSERVATION - 2019**

APPLICATIONS are invited from qualified citizens of Sri Lanka at 05.05.2019 for the recruitment to vacant 140 Posts of Forest Field Assistant in the Forest Department. (Examination will be held in July 2019).

01. Salary Scale :

- (i) PL-2 - 2016 According to Public Administration Circular No. 3/2016 - Rs.25,250 -10x270, 10x300,10x330, 12x350- Rs. 38,450.

02. General Terms of Engagement and Service Conditions:

- (i) This post is permanent & pensionable. Should make Contributions to the Widow / Widower and Orphan's Pension Scheme.
- (ii) The appointment will be subjected to a probation period of three years.
- (iii) Planning and implementation of a suitable programme for the protection of all the forests that belong to Forest Field Assistant Division with the help of the Beat Forest Officer under the supervision of Range Forest Officer, be alert on the forest crimes, arresting offenders and assisting relevant legal activities are the duties of the Forest Field Assistants.
- (iv) The selected applicants will have to assist Senior Officers in arduous and risky duties such as protection of forests, investigation of forest crimes, arresting criminals and forest products and producing them to the courts. Often these officers will have to engage in these activities personally even on public holidays and at night. Because of the above mentioned arduous and risky duties of the Forest Field Assistants, it will be practically difficult to women to engage in those activities.
- (v) General Condition of service pertaining to the appointments in Public service mentioned in

the paragraph (2) of the *Gazette* Notification are applicable.

- (vi) The examination will be held in Sinhala, Tamil and English media. No Candidate will be allowed to change the medium of language indicated in the application.

03. *Age Limit*.– not be less than 18 years and not more than 45 years of age on the closing date of application. (Accordingly, only the persons whose date of birth falls on 05.05.2001 or before that date and after 05.05.1974 are eligible to apply.)

04. *Educational and other Qualifications*.– All applicants should have completed below mentioned qualifications satisfactorily:

- (i) Should pass the General Certificate of Education (Ordinary Level) Examination in six (06) subjects with at least two credit passes in not more than two sittings.
- (ii) The applicants shall possess at least level -2 of National Vocational Qualification as relevant to the post and as decided by the Tertiary and Vocational Education Commission.
- (iii) The height of the male applicant should not be less than 05 feet 02 inches and the chest should not be less than 32 inches.
- (iv) Minimum height of the female applicant should be of 05 feet.
- (v) The applicant should possess physical and mental fitness to serve in any part of the island.
- (vi) Applicant should be a citizen of Sri Lanka and should possess a sound character.

05. Method of Recruitment :

- i. Minimum marks that has to be scored for each subject at the written exam by the applicants qualified under above paragraph 02 is 40%. Twice the number of applicants as the number to be recruited will summon for the structured interview based on the descending order of those marks. Recruitment will be made to available 140 vacancies based on the descending order of the total marks obtained from the written test and at the structured interview to available number of vacancies by the date of recruitment. Results will be notified to each and every applicant by the Commissioner General of Examination personally by post or through the web site www.results.exams.gov.lk .

- (ii) When there are several applicants that have scored same marks for the last vacancy, only the applicants who have scored marks higher than that marks will be recruited as per paragraph 5.1.
- (iii) The applicants selected based on the qualifications mentioned under above 5.1, should sit and pass the Dendrology Test (Preliminary Level) within a period of three (03) years and will be confirmed in the post at the end of a satisfactory service of three (3) years.

06. *Syllabus*.– The written competitive examination consists of two question papers:

- i. The applicants should sit for both of these question papers in one medium of language. They should score at least 40% of the marks for each paper in-order to pass the written test.

Subject No. :

01	Intelligence Test	Duration –01 hour, Marks- 100
		This question paper consists of 50 multiple choice and short answer questions in-order to assess the logical ability, analytical competence and decision making ability of the applicant. (All the questions should be answered)
02	Technical Test	Duration - 2 hours, Marks - 100
		Knowledge on Forest Resources and its effects on organisms, Ecology of Sri Lanka, Geographical importance, Agricultural Economy of Sri Lanka, Importance facts regarding Ministry of Mahaweli Development and Environment, Forest Department and its mission and objectives, Knowledge on Natural Environment, Forests and vegetation, importance on the close relationship between forests and people, basic knowledge on geography (shape and geographical features of the earth) and general knowledge of the applicants will be assessed. (All the questions should be answered)

(ii) Marks will be allocated for the interview as follows.

	<i>Areas to be tested at the interview</i>	<i>Maximum number of marks</i>	<i>Minimum marks required for selection</i>
1.	Additional educational qualifications	20	Not relevant
2.	Additional professional qualifications	30	
3.	Experience	20	
4.	Competency in computer	10	
5.	Language proficiency	15	
6.	Skills at the interview	5	
	Total	100	

07. *Applications and other Information* :

- (i) The applications should be in conformity with the specimen application appended at the end of this notice. It should be prepared on papers sized 21 x 29 cm. (A4 size) using both sides by the applicants and nos 01-7 II in the specimen application should be included in page 01 and the rest in page

02. The application should be completed by the applicant in own handwriting and in the medium of language in which the candidate is eligible to sit for the examination. The applications should be sent under the registered cover to the Commissioner General of Examination, Organizational & Foreign Examination Branch, Department of Examination, P.O. Box 1503, Colombo, to reach on or before 05.05.2019. “Recruitment to the post of Forest Field Assistants (open) – 2019” should be clearly indicated on the top left hand corner of

the envelope (Applications should not be sent to any personal name or to any other address). Retaining a photocopy of the completed application will be useful.

- (ii) Incomplete and delayed applications will be rejected without prior notice.
- (iii) No complaints regarding lost of applications in the post will be entertained.
- (iv) The signature of the applicant should be attested in the application as well as in the admission. An applicant applying through the institution should get his signature attested by the Head of the institution or any officer authorized by him. Other applicants should get their signatures attested by a Principal of a Government School/ Retired Officer, Grama Niladhari of the Division, Justice of Peace, Sworn Commissioner, Lawyer, Public Notary, Commissioned Officer in the Army, Navy, Air force or an Officer holding a staff grade permanent post in Public Service or Provincial Public Service, the Chief Incumbent of a Buddhist temple, a clergy in charge of other religious place or a recognized clergy.
- (v) The applications which are not in conformity with this notice will be rejected.
- (vi) Applicants who are already in government service should forward their applications through their head of the institution/ Department.
- (vii) Receipt of the application will not be acknowledged.

08. Examination Fees :

- (i) Examination Fee is Rs.600. The receipt obtained on payment of this fee before 05.05.2019 to any Post office or sub post office under the revenue Head No 20-03-02-13 of the Commissioner General of Examinations should be pasted in the relevant place given in the application (Retaining a photocopy of the receipt with the applicant will be useful).
- (ii) The Fee is not refundable and not transferable to any other examination.

09. The applicant must produce any one or all the documents given below when required :

- (i) Birth Certificate;
- (ii) Educational Certificates;
- (iii) A certificate obtained from Grama Niladari recently (With the countersign of the Divisional secretary)
- (iv) Two character certificates;
- (v) Other relevant certificates;

Note.– Documents /certificates or photocopies of them should not be sent along with the application.

10. The examination centers and Admission cards:

- (i) The examination will be held at the examinations centers in towns mentioned in schedule 1 of this notice. The town where the candidate wishes to sit for the examinations and its number should be mentioned as first and second choice at the Head of the application.

When there are no sufficient applicants to hold the examination in a particular town, those applicants will be directed to the town mentioned as their second choice or to another closer town. Further, when there are no sufficient applicants to hold the examination in all proposed towns or majority, the Commissioner General of Examination will take necessary actions to hold the examination in Colombo.

- (ii) Admission cards will be issued by the Commissioner General of Examination to the candidates who are within the age limit mentioned in the notice and have sent duly perfected application forms on or before the closing date 05.05.2019 along with the receipt obtained after paying examination fee. A notice in this regard will be published in newspaper by the Department of Examination, as soon as the admission cards were issued. If the candidate has not received the admission card even after 02 or 03 days of the publication of the notice, he / she should inquire from the Organizational and Foreign Examination Branch of the Department of Examination.

14. If there is any inconsistency among Sinhala, Tamil and English texts of this notice then Sinhala text shall be accepted.

Forest Department,
Rajamalwatta Road,
Battaramulla,
26th March, 2019.

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(iii) The issue of an admission card to a candidate does not necessarily mean that he or she has the requisite qualifications to sit for the examination and the admission card in which his / her signature has been duly attested should be submitted to the head of the Examination centre on the very first day.

	<i>Town</i>	<i>No. of the Town</i>
1 st choice		
2 st choice		

11. *Identity of the candidate.*— A candidate must prove identity to the satisfaction of the invigilator and only one of the following documents will be accepted:

01. Medium of Examination □
 Sinhala - 2
 Tamil - 3
 English - 4
 (Write the relevant number in the box)

(Write the relevant number in the cage)

02. I. Full name (In block capitals) : _____.
II. Full name (In Sinhala /Tamil) : _____.
03. I. Address to which admission card to be posted :
: _____.
(In block capitals)
II. Permanent Address (In Sinhala / Tamil) : _____.

04. Gender : ☐ Male - 0
☐ Female - 1

(Write the relevant number in the cage)

12. *Punishment for Furnishing False Information:* If a candidate is found to be ineligible, prior to or after the selection, his candidature or selection is liable to be cancelled at any stage. If any of the particulars furnished by a candidate who is in public service, is found to be false with his knowledge or if he has willfully suppressed any important fact, he will be liable to dismissal from Public Service.

05. National Identity Card No. :

[illegible]

06. Mobile Phone No. :

[illegible]

07. I. Date of Birth :

Year : Month : Date :

13. Actions will be taken as per the decisions of the Conservator General of Forests with regards to the matters that have not been mentioned in this notice.

II. Age at 05.05.2019 :

Years : Months : Days :

08. Citizenship : By descent - 1 (Write the relevant number in the cage)
By Registration - 2

09. Physical fitness :

(i) Height : _____.

(ii) Chest : _____ Inches (This is not relevant to the female applicants)

10. Educational Qualifications:

(i) General Certificate of Education (Ordinary Level) :

1st attempt

Year : _____ Index No. : _____.

Subject	Grade

2nd attempt

Year : _____ Index No. : _____.

Subject	Grade

(ii) Other Educational Qualifications : _____.

11. Professional / Other Qualifications : _____.

12. (i) The Post Office / sub post office to which the examination fee was paid : _____.

(ii) Number of the cash receipt and date : _____.

Please affix the cash receipt here

13. (i) Have you ever been convicted for any offence by a Court of Law? Yes / No. : _____.

(ii) if Yes ,give details : _____.

14. If you are already employed, give particulars

(i) Institute : _____.

(iii) Designation : _____.

(ii) Date of first appointment : _____.

(iv) Salary : _____.

15. Names and address of two non-related referees :

(a) _____

(b) _____

16. Declaration of the applicant :

I hereby certify that the particulars furnished by me in this application are true and correct. I am aware that if any particulars given in the application are found to be incorrect prior to my selection, I am liable to be disqualified and if it is found after the selection, I am liable to be dismissed without any compensation. Further I hereby declare that I will be subjected to the rules and regulations imposed by the Commissioner General of Examination for conducting Examinations and issue of results.

_____,
Signature of the Applicant.

(Should place the signature before the attestor)

Date : _____.

17. Attestment of the applicant's signature:

I do hereby certify that applicant Mr. /Mrs./ Miss.....
..... is known to me personally and he / she placed his
/ her signature before me on 2019.

_____,
Signature of the Attestor.

Name of the attestor :_____.

Designation :_____.

Address :_____.

Date :_____.

(Place the rubber stamp)

18. If the applicant is in Public / Provincial Public Service,
the relevant Head of the Institution should complete
the following.

I hereby certify that the applicant Mr./Ms
is serving in this Ministry / Department/Office as a
..... holding a permanent/ temporary post and
the particulars furnished by him / her are true and correct. He
/ She can be released / cannot be released from the present
post if he / she is selected for the above post.

_____,
Signature of the Head of the Department
or an Officer Authorized by him.

Name :_____.

Designation :_____.

(Place the rubber stamp)

Date :_____.

(No document or a copy of it should be annexed other
than the receipt obtained after paying examination fee)

SCHEDULE - I

Town and the number of the town in which Examination
Centers are to be established.

Town	Number of the Town
Colombo	01
Gampaha	02
Kalutara	03
Kandy	04
Matale	05
NuwaraEliya	06
Galle	07

Town	Number of the Town
Matara	08
Hambantota	09
Jaffna	10
Mannar	11
Vavuniya	12
Mulative	13
Kilinochchi	14
Batticaloa	15
Ampara	16
Trincomalee	17
Kurunegala	18
Puttalam	19
Anuradhapura	20
Polonnaruwa	21
Badulla	22
Monaragala	23
Ratnapura	24
Kegalle	25