

AKMEEMANA PRADESHIYA SABHAWA

Vacant Positions of Southern Provincial Public Service

01. APPLICATIONS are invited from suitably qualified permanent residents of the Southern Province for following vacant positions in Akmeemana Pradeshiya Sabha in Southern Provincial Public Service.

<i>Serial No.</i>	<i>Designation</i>	<i>Service Category and Grade</i>	<i>Number of Vacant Positions</i>	<i>Salary Code Number</i>	<i>Salary Scale</i>	<i>Minimum Educational/Professional Skilled Qualifications</i>
01	Driver	Primary Skilled Grade III	01	PL3-2016	Rs. 25,790 - 10 x 270 - 10 x 300 - 10 x 330 - 12 x 350 - Rs. 38,990	i. Should have passed six (06) subjects of G. C. E. (O/L) in not more than two attempts. ii. Should possess a Motor Vehicle driving license issued by Commissioner General of Motor Traffic and a Certificate should be obtained for skills, (should have obtained at least 03 years work experience after obtaining the relevant driving license.)
02	Work/Field Labourer/ Grade III	Primary Un Skille Grade III	04	PL-1-2016	Rs. 24,250 - 10 x 250 - 10 x 270 - 10 x 300 - 12 x 330 - Rs. 36,410	Passed Grade 08 (year 09)
03	Watcher	Primary Un - Skilled Grade III	01	PL-1-2016	Rs. 24,250 - 10x 250 - 10x 270 - 10 x 300 - 12 x 330 - Rs. 36,410	Should have passed six (06) subjects of G. C. E. (O/L) with at least two (02) credit passes in not more than two attempts.
04	Ayurvedic Dispenser Grade III	Primary Semi Skilled Grade III	01	PL 2-2016	Rs. 25,250 - 10 x 270 - 10 x 300 - 10 x 330 - 12x 350 - Rs. 38,450	Should have passed six (06) subjects of G. C. E. (O/L) in not more than two attempts.
05	Health Labourer Grade	Primary Un - Skilled Grade III	02	PL - 1- 2016	Rs.24,250 -10 x 250 - 10 x 270 - 10 x 300 - 12 x 330 - Rs. 36,410	Passed Grade 08 (Year 09)

02. *Age Limit :*

- (i) Age of applicant should be not less than 18 years and not more than 45 years for the closing date of applications.
- (ii) Upper Age limit is not applicable for the applicants currently work in the public service.

03. *General Qualifications :*

- (i) Applicant should be Sri Lankan Citizens and to be confirmed the permanent residency of the Southern province at least 03 consecutive years immediately before the closing date the applications. Priority will be given to those who resides within the premises of Akmeemana Pradeshiya Sabha.
- (ii) Applicant should be in excellent character and should be in good health.
- (iii) Applicant should not have been convicted by any court under penal code or have not been dismissed from the public service
- (iv) Applicant should have obtained minimum qualifications required for the relevant position.

04. *General Conditions :*

- (i) The power to amend or cancel this notice or change or delay recruitment after or during the period of calling applications or after calling applications is vested in Hon. Chairman of the Akmeemana Pradeshiya Sabha.
- (ii) Selected candidates should undergo government medical examination within 03 months of the recruitment. Appointment will be cancelled, if it is proved by the medical examination that the candidate is not physically and mentally fit for the appointed position.

05. *Conditions of Employment :*

- (i) This is a permanent position.
- (ii) Pension scheme, pertaining to the above position is subject to State Policy Decisions to be taken by the state in due course. Contributions to the W and OP fund should be made. Payment of W and OP should be made according to the rules made by the government time to time.
- (iii) Selected candidates will be subjected a probationary period of three (03) years and the service will be confirmed at the end of the probationary period by considering the work, attendance and behavior within the said period. Those who currently work in the public service or provincial public service will be subjected to one year probationary period.
- (iv) In addition to the terms and conditions of the employment, you are abide by the rules and regulations of the Establishment Code and Financial Regulations of Sri Lanka, Department orders, Regulations and orders issued by the Southern Provincial Council and Southern Provincial Public Services Commission time to time.

06. *Recruitment Procedure.* - Suitably qualified applicants will be selected by a formal interview and by confirming professional experiences.

07. *Marking scheme :*

01.

- (i) Primary Skilled Service Category - After calling applications, suitable candidates will be selected by a formal interview and by confirming professional experiences.
- (ii) Making scheme for the structured interview for recruitment to the position.

1.1 Normal Pass of G. C. E. (O/L) Examination - (8 x 1)	= 8	
1.2 Credit Passes of G. C. E. (O/L) Examination - (8 x2)	= 16	(maximum)
Passed G. C. E. (A/L)	= 4	
2. Professional Knowledge	= 10	
3. Personality	= 05	

4. Professional Qualification or Experience relevant to the position = 15
(02 marks per one year) Total = 50
Should have to obtain 40% (20 marks) or above to be qualified.

- (i) Professional Qualifications Test
Professional knowledge will be tested.
Total is 50 marks, 40% (20 marks) should be obtained to be selected.

02. Primary Un - Skilled Service Category

	<i>Main fields considered for marking</i>	<i>Maximum Marks</i>	<i>Minimum Mark for the Selection</i>
1	Education Qualifications	30	50%
2	Other Qualifications	10	
3	Experience	10	
4	Residency within limits of Pradeshiya Sabha	45	
5	Skills displayed at the interview	05	
	Total	100	

Note.– Basic Qualifications will be checked during the interview.

08. Applicants who are currently working should forward their applications through relevant heads of the Departments.

09. In the event of any inconsistency between the Sinhala, Tamil and English texts of this notice, the Sinhala text shall prevail.

10. *Method of Application.*– The applications must be self - prepared on both sides of A4 size paper, including qualifications mentioned in this notice and sent to the Secretary, Akmeenana Pradeshiya Sabha, Pinnaduwa by registered post on or before 06.05.2019. The post applied should be mentioned in the top left corner of the envelope the application is enclosed. Applications, which has not been prepared according to given instructions, or incomplete applications or late applications will be rejected.

Duly completed applications should be submitted together with photocopies of certificates mentioned below. Original of certificates should be presented along with the National Identity Card in the interview.

- (i) Birth Certificate,
- (ii) A Copy of National Identity Card,
- (iii) Educational Certificates and School leaving certificate,
- (iv) Certificates to confirm residency (The certificate issued within 06 months by Grama Niladhari and counter - signed by Divisional Secretary confirming the residence.),
- (v) Two testimonials, recently obtained,
- (vi) Certificates of work experience (if available),
- (vii) Police Certificate.

SAMARASENA KALAHAWATHTHA,
The Chairman,
Akmeemana Pradeshiya Sabha.

Office of the Akmeemana Pradeshiya Sabha,
28th of March, 2019.

SPECIMEN APPLICATION

APPLICATION FOR VACANT POSTS IN AKMEEMANA PRADESHIYA SABHA OF SOUTHERN PROVINCIAL PUBLIC SERVICE

01. (i) Name with initials :_____.
- (ii) The initials are called :_____.
02. Resident District :_____.
03. Divisional Secretariat :_____.
04. Permanent Resident Address :_____.
05. National Identity Card Number :_____.
06. Male/Female :_____.
07. Date of Birth : Year :_____. Month :_____. Date :_____.
08. Age as at the Closing Date of Applications : Years :_____. Months :_____. Dates:_____.
09. A Sri Lankan Citizen from a generations ? Registration ? :_____. (Attach copies of certificate)
10. Educational Qualifications (Details of Examinations) :_____. (Attach copies of certificates)
11. Professional and other Qualifications :- (Attach copies of certificates) :_____.
12. If the applicant is currently employed :-
- (i) Designation :_____.
- (ii) Place of Work :_____.
- (iii) Appointment Date :_____.
13. Have you ever been convicted of a criminal act or a criminal charge ? :_____.
14. Certificate of the Applicant :- if the particulars furnished by me in this application are true, correct, and the information contained herein in false or incorrect, my application will be liable to be cancelled if it is revealed that it is false and that, after being selected, it will be dismissed without a computation I know that I surrender.

_____,
 Applicant Signature.

Date :_____.

15. Only for those who are engaged in State and Provincial Public Service :

I declare that this applicant is currently in the service of this Department/Institution and his/her work and conduct are satisfactory, if he/she can be released from the post at the present office.

_____,
 Signature of the Head of the Institution.

Date :_____.