

UDUBADDAWA PRADESHIYA SABHA

Recruitments and Vacancies in North Western Provincial Public Service

APPLICATIONS are hereby called from the permanent residents the Udubaddawa Pradeshiya Sabha which fulfills the basic Qualifications mentioned in the approved recruitment procedures for the posts belonging to the category of primary officers. Mentioned in the following schedule which is vacant in the Udubaddawa Pradeshiya Sabha.

<i>Name of the Post</i>	<i>Service Category</i>	<i>Grade</i>	<i>Number of vacated posts</i>	<i>Salary Scale</i>	<i>Education and Professional Qualifications</i>
Working/ Filed Labour	Preliminary Non-Technical	III	06	P.A.C. 03/2016 - PL 1 - 2016 Rs. 24,250 -10 x 250 - 10 x 270 -10 x 300 - Rs. 36,410	• Should have passed grade 8 (Year 9)

03. General Qualifications and Terms :-

- I. Candidate should be a Sri Lankan Citizen
- II. Candidates should be between 18-45 years of age as on the closing date of applications. (This age limit will not be applicable for the candidates those who already employed in the permanent service)
- III. Candidates should be permanent residents of the area of authority of Pradeshiya Sabha Udubaddawa for a period of not less than 03 years within the previous immediate period as at the closing date of applications. (Certificate of Grama Niladhari which has been counter countersigned by the Divisional Secretary should be furnished)
- IV. Should have an excellent character and should be in a good health.
- V. Should not have been convicted before a court of law under penal code.
- VI. The secretary to the Pradeshiya Sabha Udubaddawa reserves the absolute power to delay, alter or cancel this notification while or after these applications are invited.

04. Method of Recruitment :

- ✘ Qualified Candidates be recruited upon the results of a structured interview. Preference will be given to the candidates those who are already employed on the of basis casual/ substituted/ contract/ temporary/ agreement and the candidate those who are permanently employed in the posts of PL salary scales.

05. Terms of Employment :

- I. This post is permanent. Pensionable. And subject 03 year probation period,
- II. In addition this recruitment procedure, all the employees should be abide by the terms and conditions set out in the Service Minute approved by the Hon. Governor of the North Western Province and Financial Regulations , Departmental orders of the Government and other regulations and orders stipulated by the North Western Provincial Council or the North Western Provincial Public Service Commission from time to time.

06. Method of Application :

- I. Applications prepared in accordance with the specimen form given hereto should be duly perfected and sent to only by registered post to reach the Secretary, Pradeshiya Sabha, Uddubaddawa on or before 29th June, 2019.
- II. The name of post should be written at the top left hand corner of the envelop in which the application is enclosed.
- III. Photo copies of the following certificates should be sent together with the application.
 01. Certificate of Birth
 02. Certificate of Education
 03. School leaving certificate

04. Certificate of Grama Niladhari issued for confirming residency (should have certified by the Divisional Secretary)
05. Certificates of professional experience
06. Certificate of Police
07. Two character certificates recently obtained.

K. K. U. J. N. PERERA,
Secretary,
Pradeshiya Sabha Udubaddawa,
Udubaddawa.

Pradeshiya Sabha Udubaddawa,
06th June, 2019.

SPECIMEN APPLICATION

APPLICATION FOR THE POST OF IN
UDUBADDAWA PRADESHIYA SABHA

1. Name with initials : _____
Names denoted by initials : _____.
2. Private Address : _____.
3. Date of birth :
Year : _____, Month : _____, Date : _____.
(a) Age as at the date of 29th June, 2019 :
Years : _____, Months : _____, Days : _____.
4. Divisional Secretariat Division : _____.
5. Are you Sri Lankan from descent or registration? :
_____.
6. Gender : _____.
7. Marital Status : _____.
8. Educational Qualifications :
G.C.E. O/L Examination (First/Second)
Index No. : _____.
Year : _____, Month : _____.

	<i>Year passed</i>	<i>Grade</i>
I.		
II.		
III.		
IV.		
V.		
VI.		
VII.		
VIII.		
IX.		
X.		

G.C.E. A/L Examination :

Index No. : _____.

Year : _____, Month : _____.

	<i>Year passed</i>	<i>Grade</i>
I.		
II.		
III.		
IV.		

I.

II.

III.

IV.

9. Professional and other qualifications : _____.

10. Have ever been convicted before a Court of Law? :
_____.

11. If so state the nature of the punishment : _____.

12. If the candidate is already employed in the Pradeshiya Sabha please provide details : _____.

I 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 if these particulars are found to be false before or after I am selected to this post I will be disqualified and I will be dismissed from the service without any compensation.

Signature of the applicant.

Date : _____.

*Certificate of the Head of the Institute for the applicants
those who already employed in Public Service*

I hereby certify that the above candidate Mr./Mrs./Ms is employed in this office as a I further certify that the particulars furnished by him/her are correct and if he/she is selected for the above post he/she can/cannot be released from the service and he/she has not been subject to any disciplinary punishment and the application submitted by him/her is hereby recommended / not recommended and forwarded.

Signature and official frank of the
Head /authorized officer of the institute.

Date : _____.