

SRI LANKA POLICE

Sub Inspector of Police (Nursing Officer) Woman Sub Inspector of Police (Nursing Officer) of Support Services

APPLICATIONS are invited from the citizens of Sri Lanka for the Posts of Probationary Sub Inspector of Police (Nursing Officer) and Probationary Woman Sub Inspector of Police (Nursing Officer) in Support Services of Sri Lanka Police.

02. Applications duly prepared according to the specimen application form given below should be forwarded to the address, Director/ Recruitment, Police Recruitment Division, No. 375, First Floor, Sri Sambuddhathva Jayanthi Mawatha, Colombo 06. The post you are applying for should be mentioned on the top-left corner of the envelope in which your application is enclosed and it should be forwarded by registered post to reach the above address on or before 22.08.2019. Late applications will not be considered and applications will not be issued by Sri Lanka Police.

03. *Salary Scale.* – Rs. 32,790 - 7x370 - 2x495 - 25x660 - Rs. 52,870.00.

Payments have been made since 01.01.2016 as per the II Schedule of the Public Administration Circular No. 03/2016. These salary scales will be fully effective from 01.01.2020.

Further, these officers are entitled to the allowances granted under the Inspector General's Circular dated 07.01.2013 bearing No. 2416/2013. They will receive the following allowances on a monthly basis in addition to the salary scale mentioned above.

| | |
|--|----------------------------|
| (a) Cost of living Allowance | Rs. 7800.00 |
| (b) 40% Allowance entitled to the basic salary as per Pub. Admin. Circular 03/2016 | Rs. 11,760.80 |
| (c) Uniform Allowance | Rs. 250.00 |
| (d) Arduous Duty Allowance | Rs. 2000.00 |
| (e) Combined Allowance | Rs. 12,000.00 (Maximum) |
| (Areas for which a special allowance is paid) | Rs. 11,200 (Maximum) |
| (Areas for which a special allowance is not paid) | |

In addition to these allowances :

- (i) Free transport facility,
- (ii) Free medical facilities for officers (Financial support can be obtained even for getting medical treatment abroad),
- (iii) Free medical facilities even for the members of the family,
- (iv) All the uniforms will be provided free of charge,
- (v) Facilities to enhance one's sports skills and inborn talents,
- (vi) Travelling expenses for duties outside workplace and financial rewards for exceptional performance and arduous service,
- (vii) Opportunities to follow merit-based local and foreign courses of studies.

04. Basic Qualifications Required :

Age Limit :

- (a) The applicant must be aged between 18 - 30 years at the time of the closing date of the application as per the *Gazette* notification. However, on limited basis recruitment of police officers in police service at present, the maximum age limit is 35 years.

(b) *Educational Qualifications :*

- Having passed 06 subjects with 04 credit passes for Sinhala/Tamil, Mathematics Science and English at G. C. E. (O/L) examination in one and the same sitting.

and

- Having passed 03 subjects (in one of the streams of Biology, Agriculture and Mathematics) at G. C. E. (A/L) examination in one and the same sitting.

Note: 01. According to the subject classification of the Department of Examinations; two Science Subjects bearing No. 41 and 44 are considered as a single subject and two Mathematics Subjects bearing No. 42 and 45 are also considered as a single subject when determining the number of subjects passed at the examination.

02. Despite having passed the practical test of the Technological Studies at G. C. E. (O/L) examination, failing in the written test of the same subject is considered as having failed the said subject.

03. Since the subjects, Optional Tamil, English and Sinhala are not included in G. C. E. (O/L) subject stream, having passed those subjects is not considered as one of the subjects passed at G. C. E. (O/L) examination.

(c) *Professional Qualifications :*

- Having fully registered in Sri Lanka Medical Council after obtaining the Nursing Degree from a university recognized by the University Grants Commission, Sri Lanka.

or

- Having fully registered in Sri Lanka Medical Council and having obtained a Certificate of Diploma after following a Nursing Training Course of 03 years in a Training School of the Ministry of Health.

Note:- Professional qualifications are not relevant to the applicants who are to be selected for a nursing training after getting recruited through educational qualifications of G. C. E. (A/L) and G. C. E. (O/L).

(d) *Experience :*

- Should have experience for a period not less than 06 months in the relevant field obtained from Ministry of Health or from an institution registered in the Ministry of Health.

(e) *Physical Requirements :*

Male

- Height should not be less than 05 feet and 06 inches.
- Chest should not be less than 32 inches (during expiration).

Female

- Height should not be less than 05 feet and 04 inches.

Note:- With regard to the applicants with special qualifications and skills, these height and chest

measurements are subject to deviate from the above at the discretion of the Inspector General of Police.

(f) *Vision Requirements.*– Vision of one eye should not be less than 6/12. If the vision of one eye is 6/6 and 6/18 of the other eye that is also acceptable. Colour vision should be normal.

(g) *Other Qualifications :*

- (i) Should be a citizen of Sri Lanka.
- (ii) Applicants should have maintained an excellent character which is expected by the Sri Lanka Police.
- (iii) Should be bachelors / spinsters (divorcees and widows/widowers are not qualified to apply) This is not applicable for those who are already in Police service or nursing service.
- (iv) Should be prepared to work anywhere in the country.
- (v) Should not have undergone body modifications (Eg:- tattoos)
- (vi) Qualifications mentioned in the application from 4(a) to 4(g) which are required for the post are expected to be fully acquired by the date mentioned in the notice inviting applications / *Gazette* notification.

(h) *Physical Requirements.*– All the applicants should be physically and mentally fit to discharge the duties of the post and to work anywhere within Sri Lanka.

05. *Method of Recruitment :-*

5.1 Preliminary Interview: -

Only the applicants who have gained the basic qualifications will be called for the preliminary interview. During the interview, qualifications from 4(a) to 4(g) mentioned above will be checked.

5.2 Physical Fitness Test -

Physical fitness of the applicants will be tested by a board of officers appointed by the Inspector General of Police.

5.3 Only the applicants who get through this test will be qualified to face the structured interview.

5.4 Structured interview (applicants with professional qualifications/to be recruited to reserve police service)

During the structured interview, qualifications will also be examined.

| <i>Main headings under which marks are given</i> | <i>Maximum Mark</i> | <i>Cut-Off Mark for Selection</i> |
|---|---------------------|-----------------------------------|
| 01. Professional Qualifications : Having obtained full registration from the Sri Lanka Medical Council after getting a nursing degree approved by the University Grants Commission or a Nursing Diploma from a Nursing School recognized by the Ministry of Health | 40 | Not applicable |
| 02. Service Experience : Service experience from a health institution recognized by the Ministry of Health (maximum 20 marks with 04 marks for each year) | 20 | |
| 03. Language proficiency /computer literacy /other | 10 | |
| 04. Sports skills | 10 | |
| 05. Leadership/community Services | 10 | |
| 06. Evaluation of the interview board | 10 | |
| Total | 100 | 40% |

5.5 Structured interview (for recruiting applicants who have not gained professional qualifications)

During the structured interview, qualifications will also be examined.

| <i>Main headings under which marks are given</i> | <i>Maximum Mark</i> | <i>Cut-off Mark for Selection</i> |
|--|---------------------|-----------------------------------|
| 01. Language Proficiency/Computer Literacy/Other | 30 | Not applicable |
| 02. Sport Skills | 30 | |
| 03. Leadership/Community Services | 30 | |
| 04. Evaluation of the interview board | 10 | |
| Total | 100 | 40% |

5.6 Authority appointing the structured interview board: -

Appointing authority or the officer authorized by the appointing authority

5.7 Only the applicants who get through the preliminary interview will be qualified to face the structured interview. Only the applicants who score 40% or above at the structured interview will be called for the written examination.

5.8 Written Examination (Not applicable for officers who are recruited to Police reserve service)

| <i>Subjects</i> | <i>Maximum marks</i> | <i>Qualified marks</i> |
|--|----------------------|------------------------|
| 01. Comprehension and language proficiency | 100 | 40% |
| 02.I.Q. test | 100 | 40% |
| 03. General knowledge related to health sector | 100 | 40% |

5.9 *Authority Holding the Examination* : -
Authority Holding the Examination or the officer authorized by the Authority Holding the Examination.

check whether they are physically and mentally fit for the duties in the police hospital. The medical test reports should be presented by Chief Medical Officer under health 169 form. An applicant can take the medical test only once.

5.10 Total marks of the applicants will be calculated by adding the marks obtained from the Structured Interview and the marks obtained from the Written Examination.

5.11 Recruitment is made based on a merit list of total marks scored depending on the number of vacancies available on the last date of calling applications.

08. *Training* :

8.1 *Direct Recruitment* : -

Only the applicants who have passed the background check and the medical test will be called for a 12-week training on a date specified by the Inspector General of Police.

8.2 Candidates who are not professionally qualified will be sent to follow the three- year professional training conducted for this profession by the Ministry of Health, Nutrition & Indigenous Medicine after their basic training.

8.3 Confirmation of appointments of officers who do not successfully complete full time three-year professional training in the Ministry of Health, Nutrition & Indigenous Medicine will be suspended until the successful completion of the professional training. In addition, appointments of officers who do not successfully complete the training or who are unable to get through the final examination within all three attempts given will be cancelled.

06. *Background Check* :

6.1 A background check will be conducted to make sure that the applicants who have been qualified to recruit as mentioned under above 5.11 paragraph have maintained a good character.

Note : There should not be any criminal reports regarding the applicant's next of kin. Applicant's mother, father, guardians, siblings and if the siblings are married, their spouses are also considered as next of kin.

6.2 Background checks will also be carried out on the applicant, on his/her next of kin and on his/her close companions and applicants with negative background check reports will not be recruited.

6.3 Providing false information during recruitment by applicants will result in disqualification. If it is revealed, after recruitment, that false information had been provided, service will be terminated at any time.

6.4 The applicants to be recruited according to the merit list will not be called for Medical Test until background reports of the applicants are received.

09. *Service Conditions* :

1. The probationary officers directly recruited with or without professional qualifications, should serve a probation period/apprenticeship of three years and officers recruited on limited basis should complete one year acting period. (Not applicable for officers recruited for Reserve Police Service). If getting married during probation period, a special permission should be obtained from Inspector General of Police.

2. Confirmation of the probationary officers directly recruited on the basis of Advanced Level results and officers recruited on limited basis will be suspended until they successfully complete the professional training. If the officers recruited on limited basis will not be able to complete professional training

07. *Medical Test*.– The applicants who have been selected for the medical test should pass the medical test conducted by the Chief Medical Officer of Police Hospital. In addition, a test will be performed on the applicants to

successfully, . their ranks will be reverted to the previous ranks on timely basis. (Not applicable for officers recruited for Reserve Police Service).

3. The selected applicants shall act in conformity with any orders or circulars already made or may hereafter be made to implement the Official Language Policy. (Not applicable for officers recruited for Reserve Police Service).
4. Should abide by the provisions of Establishment Code, Financial Regulations, Circulars of National Police Commission, Circulars of Public Service Commission, Public Administration Circulars, Treasury circulars, Orders, I. G. P. Circulars, Hand Books and Instruction Codes and provisions thereof.
5. Directly recruited officers on G. C. E. Advanced Level results and the officers recruited on limited basis should serve a compulsory service period of 15 years in Sri Lanka Police after completion of Nursing Training and from the date of receiving the nursing certificate and the registration of Sri Lanka Medical Council. (Not applicable for officers recruited for Reserve Police Service).
6. They should sign a bond giving their consent to pay all the stipulated expenses, should there be any that had been spent for his/her training and other expenses including uniforms at the time he/she is handing over the resignation letter in the event of an officer intends to resign from the service before completion of his/her compulsory service period. Measures will be taken as per the provisions of Establishment Code and Procedural Rules of Public Service Commission in relation to the resignation. (Not applicable for officers recruited for Reserve Police Service).
7. Officers of direct recruitment should be free from all the loans and loan commitments prior to taking up the appointment. (Not applicable for officers recruited for Reserve Police Service).
8. Probationary Sub Inspectors of Police (Support Services) / Women Sub Inspectors of Police (Support Services) should subscribe an affirmation/oath to the effect that they comply with Police Code of Conduct as per the constitution of Democratic Socialist Republic of Sri Lanka and together with Inspector General of Police Circular No. 1693/2003 and 1804/2004 as soon as they start the training.

10. *Efficiency Bars* :

| <i>The type of Efficiency Bar</i> | <i>Prescribed period for passing the Efficiency Bar</i> | <i>Nature of the Efficiency Bar Written Examination/ Professional Examination/ Certificate Course/ Other</i> |
|--|---|--|
| First Efficiency Bar Examination (Confirmation of Service) | Before completion of 03 years after getting appointed to the post of Sub Inspector of Police (Support Services) | Oral, Written and Practical |
| Second Efficiency Bar Examination | Before completion of 07 years after getting appointed to the post of Sub Inspector of Police (Support Services) | Oral, Written and Practical |
| Third Efficiency Bar Examination | Before completion of 05 years after getting appointed to the post of Inspector of Police (Support Services) | Oral, Written and Practical |

11. Language Proficiency :

| Language | Expected Level of Proficiency |
|-------------------------|---|
| Official Language | Officers recruited through a medium that is not an official language should obtain the proficiency for the relevant official language as per the Public Administration Circular No. 01/2014 and other related circulars |
| Other Official Language | Should obtain the relevant level of proficiency as per the Public Administration Circular No. 01/2014 and other related circulars |
| Link Language | Not applicable |

12. Applicants should send the copies of the following documents attached to their applications. (Original documents should not be submitted)

- Birth Certificate,
- Recently obtained two character certificates (from non-related persons),
- Certificates to verify educational qualifications,
- Certificates on sports with special records or certificates obtained for extracurricular activities,
- Certificate for Experience of Service (only if available),
- National Identity Card.

13.

13.1 Applicants who are already in the public service should forward their applications through the relevant Heads of Department. Those applications should accompany a certificate indicating that the applicant can be released if selected.

13.2 Applications should be completed in applicant's own handwriting on 11" x 8" papers and should be sent along with the relevant copies of the certificates to the address mentioned in the 'paragraph 02'. Under any circumstances, the application should not be handed over personally to any officer.

14 Applications that do not conform to the requirements of this notification, will be rejected. Replies will not be sent to such applicants in that regard.

Note: Travelling or any other expense will not be paid to the applicants who are called for interviews and examinations.

C. D. WICKRAMARATNE,
Act. Inspector General of Police.

Police Headquarters,
Colombo - 01

For office use only

SRI LANKA POLICE

SPECIMEN APPLICATION FORM FOR THE POST OF SUB INSPECTOR OF POLICE (NURSING OFFICER) AND WOMAN SUB INSPECTOR OF POLICE (NURSING OFFICER) OF SUPPORT SERVICES

- Name in full : _____.
(In clear and legible handwriting) Should be exactly as mentioned in the birth certificate
 - Name (with initials) : _____.
 - Post Applied : _____.
- National Identity Card Number : _____.
(A copy of NIC should be attached)
- Father's full name : _____.
- Place of birth of the applicant : _____.
Divisional Secretariat of the relevant birth place : _____.
Province : _____.
- Present Address : _____.
 - Relevant Police Station of present address : _____.
 - Permanent Address : _____.
 - Relevant Police Station of permanent address : _____.
 - Grama Niladhari Division of relevant permanent address : _____.
Divisional Secretariat : _____.
 - Mailing Address : _____.
 - Telephone No. :
Home : _____.
Mobile : _____.
- Nationality : _____.
 - Whether you are a Sri Lankan citizen by descent or by registration : _____.
(If by registration, kindly produce that certificate.)

- (c) If you became a citizen by descent, mention the birthplace of,
 Applicant : _____.
 Applicant's father : _____.
 Applicant's paternal grandfather : _____.
 Applicant's paternal great grandfather : _____.
- 07. Date of Birth : _____.
 (A copy of the birth certificate should be attached.)
 Age : _____.
 (As at the closing date of this *Gazette* notification)
 Years : _____. Months : _____. Days : _____.
- 08. Height: - Feet : _____. Inches : _____.
 Chest: - Inches : _____.
- 09. Educational Qualification - (Should mention the examinations passed and the copies of the relevant certificates should be attached) : _____.
- 10. Additional Qualifications (Copies of the certificates should be attached) : _____.
- 11. Marital Status : _____.
- 12. (a) Present Employment : _____.
 (b) Are you a member of the Armed Forces? : _____.
- 13. Do you possess special skills or qualifications? : _____.
- 14) Names and addresses of two non-related referees :
 (a)
 (b)
- 15. Have you ever served in Sri Lanka Police? : _____.
 Post and Rank No. : _____.
 If yes, indicate the reasons for you to resign from the post : _____.
- 16) (a) Are you currently serving in an Armed Force? If yes, the application should be forwarded through the Commanding Officer of the respective force : _____.
 (b) Have you ever served in Armed Forces? If yes, please attach a copy of the certificate of legal discharge : _____.
- 17. (a) Are you attached to Volunteer Armed Forces? If yes, application should be forwarded through the Commanding Officer of the respective force : _____.

- (b) Have you been attached to Volunteer Armed Forces? If yes, please attach a copy of the certificate of legal discharge : _____.
- 18) Have you ever been arrested on suspicion or in connection with any offence? : _____.
 Have you ever been accused of an offence or summoned or punished by a court? : _____.
 (If yes, please provide the details)
- 19) Has any relative of yours ever been arrested on suspicion or in connection with any offence? Has anyone ever been accused of an offence or summoned or punished by a court? : _____.
 (If yes, please provide the details)

I certify that the above particulars furnished by me in this application are true and accurate to the best of my knowledge. I am also aware that if any particulars contained herein are found to be false or incorrect, my service in the Police Service, in the event of appointed, is liable to be terminated without any compensation.

_____,
 Signature of Applicant.

Date : _____.

20) Certificate of the Head of the Department: (Only if relevant) :

I, hereby declare that Mr./Mrs./Miss forwarding this application is serving in the Department / Corporation/Board of and that he/she can be released for the new post if he/she is selected for this post.

_____,
 Signature and Stamp of the
 Head of the Department.

Designation : _____.

Date : _____.