

**PRADESHIYA SABHA - KULIYAPITIYA**

**Recruitment to the vacant posts in Preliminary Non-Technical Grade III**

APPLICATIONS are invited from qualified candidates permanently resided in the area of authority of Pradeshiya Sabha, Kuliypitiya for the recruitment of following vacant posts in the Preliminary Non Technical Grade III in the Pradeshiya Sabha, Kuliypitiya as set out in the following Schedule.

<i>Serial No.</i>	<i>Name of the post</i>	<i>Number of posts</i>	<i>Salary Scale</i>	<i>Education Qualifications</i>	<i>Required Technical skills/ proficiencies</i>	<i>Experience</i>
1	Working/ Field Labor (Preliminary Non-Technical)	01	Rs. 24,250 - 250x10- 270 x10 - 300x10 - 330 x12 - Rs. 36,410 PL-1-2016 (Payments are made up to 01.01.2020 in terms of Schedule No. II of the P. A. Circular 3/2016)	Should have passed Grade 8 (year 9) from a school approved by the Government	–	–
2	Library Assistant (Preliminary Non Technical)	01	Rs. 24,250 - 250x10- 270 x10 - 300x10 - 330 x12 - Rs. 36,410 PL-1-2016 (Payments are made up to 01.01.2020 in terms of Schedule No. II of the P. A. Circular 3/2016)	Should have passed at least two subjects at G. C. E. (O/L) Examination (Other than optional subjects)	–	–

**01. Other Qualifications required :**

- I. Candidate should be a Sri Lankan Citizen.
- II. Candidates should be permanent residents of the area of authority of Pradeshiya Sabha, Kuliypitiya for a period of not less than 03 years within the previous immediate period as at the closing date of applications. (Permanent residency should be confirmed by the electoral register or by a certificate issued by the Divisional Secretary).
- III. Candidates should not be less than 18 years of age and not more than 45 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).
- IV. Should not have been convicted before a court of law under Penal Code.
- V. Should have an excellent character and should be in good health.

**02. Method of Recruitment.**– Recruitments are made considering the educational qualifications of candidates who participate for the interview and upon the results of an oral test.

**03. Conditions of Employment :**

- I. This post is permanent and pensionable. You are required to liable to a policy decision made by the Government in respect of the pension scheme entitled to you in the future.
- II. Should make contributions to the widow and orphans scheme.

III. Appointment is subjected to three years of probational period.

IV. In addition to 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 on 19.11.2008 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.

04. *Method of application :*

I. Applications prepared in accordance with the specimen form given hereto should be duly perfected and sent to over registered post to reach the Secretary, Pradeshiya Sabha, Bohingamuwa, Kuliyaipitiya on or before 31.10.2019.

II. "Application for the post of ....." should be written at the top left hand corner of the envelope in which the application is enclosed.

III. Certified copies of the following certificates should be annexed to the application.

- \* Certificate of Birth
- \* Certificate of Education
- \* School leaving certificate
- \* Certificate of Grama Niladhari to confirm the residency (should have been confirmed by the Divisional Secretary)
- \* Two character certificates recently obtained
- \* Certificates of professional experience.

I reserve the absolute power to delay, alter or cancel this recruitment while or after these applications are invited.

J. A. SUJEEWANI JAYASINGHE,  
Secretary,  
Pradeshiya Sabha Kuliyaipitiya.

Pradeshiya Sabha Kuliyaipitiya,  
16th September, 2019.

**Pradeshiya Sabha Kuliyaipitiya**

RECRUITMENT TO THE FOLLOWING VACANT POST IN PRELIMINARY NON TECHNICAL GRADE III IN THE  
PRADESHIYA SABHA KULIYAPITIYA - 2019

APPLICATION FOR THE POST OF .....

1. Name with initials of the applicant :\_\_\_\_\_.
2. Names denoted by the initials :\_\_\_\_\_.
3. Permanent Address :\_\_\_\_\_.
4. Telephone Number :\_\_\_\_\_.
5. Grama Niladhari Division :\_\_\_\_\_.
6. Divisional Secretariat Division :\_\_\_\_\_.
7. District :\_\_\_\_\_.
8. Date of Birth : Year :\_\_\_\_\_, Month :\_\_\_\_\_, Date :\_\_\_\_\_.
9. Age as at the closing date of applications : Years :\_\_\_\_\_. Months :\_\_\_\_\_. Days :\_\_\_\_\_.
10. Sex :\_\_\_\_\_.

11. Are you a Sri Lankan citizen by descent or registration ? :\_\_\_\_\_.
12. Marital Status :\_\_\_\_\_.
13. National Identity Card Number :\_\_\_\_\_.
14. Educational Qualifications :  
 G. C. E. (O/L) Examination :  
 Year passed and Index Number :\_\_\_\_\_.

<i>Serial No.</i>	<i>Subject</i>	<i>Pass</i>
01		
02		
03		
04		
05		
06		
07		
08		
09		
10		

15. Professional qualifications and other qualifications :\_\_\_\_\_.
16. Service experience :  
 i. Present place of work :\_\_\_\_\_.
- ii. Present post held :\_\_\_\_\_.
- iii. Date of appointment for the above post :\_\_\_\_\_.
- iv. Previous place of work and post held :\_\_\_\_\_.

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 I am selected to this post I will be disqualified and if found after I am selected 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 :

I hereby certify that the above candidate, Mr./Mrs./Ms. .... is employed in this office as a ..... If he/she is selected for the above post he/she can/cannot be released from the service. 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 of the Head of the  
 Department or Authorized Officer.

Name :\_\_\_\_\_.

Designation :\_\_\_\_\_.

Institute :\_\_\_\_\_.

Date :\_\_\_\_\_.