

**PROVINCIAL PUBLIC SERVICE COMMISSION- WESTERN PROVINCE**

**Competitive Examination (Open) for Recruitment to Investigation Officer Grade III of Department of Local Government of Western Provincial Council Public Service - 2020**

APPLICATIONS are called from the qualified individuals who are permanent residents of the Western Province for at least 3 years as at the application calling date for recruitment to Competitive Examination (Open) for Recruitment to Investigation Officer Grade III of Department of Local Government of Western Provincial Council Public Service.

1. *Education Qualifications* .– Having obtained a degree in Business Management, Public Administration, Financial Management or Bachelor of Commerce degree from a university recognized by the University Grants Commission or a degree obtained from recognized university with accountancy and auditing subjects or Higher National Diploma in Accountancy / Higher National Diploma in Commerce offered by Sri Lanka Technical College/Sri Lanka Institute of Higher Education.
2. *Professional Qualifications* .– Not applicable
3. *Experience* .– Not applicable
4. *Physical Qualifications* .-  
Should be of adequate mental and physical eligibility to serve the duties of the post in any area within the Western Province.
5. *Salary* .- Salary code number for this post is MN 4 -2016  
Salary scale - Rs. 31,490 – 10 x 445-11x660-10x730-5x750-54,250 as per P.A.C. 03/2016
6. *Service Conditions* .- This post is permanent. Pensionable. You are subjected to the principal decisions taken by the government regarding the pension scheme you are entitled for. Service conditions are decided according to the recruitment and promotion procedure of the post of investigation officer of the Department of Local Government of the Western Provincial Public Service.
7. *Method of Recruitment* .- According to the merit order of marks obtained at the written examination, a general interview will be held and 100 % recruitment under open stream will be done based on the existing vacancies.
8. *Syllabus of the Written Test* .-

Written examination consists of 02 papers as mentioned below.

<i>Paper</i>	<i>Time</i>	<i>Total Marks</i>	<i>Pass Marks</i>
General Knowledge	01 hour	100	40%
Aptitude	01 hour	100	40%

*Syllabus of the examination :*

General Knowledge	This paper consists of questions designed to measure the knowledge of the candidate on timely important local and international cases with relevant to the fields of economic, social, education, scientific, cultural, political and sports.
Aptitude	This is designed to test the language skill, logical ability and mathematical skill of the candidate.

9. *Common Qualifications :*

- i. Should be a citizen of Sri Lanka.
- ii. The applicants should be of excellent character.
- iii. Should be a permanent resident of Western Province for at least preceding 03 years as at 2020.04.06 , the closing date of application.
- iv. All the qualifications stated on this notification that are relevant to the recruitment for the post should have been completed by all means as at the date mentioned on the application calling notification/*gazette*.
- v. Should be not less than 21 years and not more than 35 years as at the date of receipt of the applications. (Above maximum age limit is not applicable for the officers who are already in Provincial Public Service or Public Service.)
- vi. Should be of adequate mental and physical eligibility to serve in any part within the Western Province and to serve the duties of the post.

10. *Examination Fees :*

Every applicant should pay an examination fee to the Western Provincial Council. Examination fee for this examination is Rs.600/-. That examination fee should be paid to any Divisional Secretary Office situated within the Western Province by cash so as to be credited to Western Provincial Revenue Head 20-03-02-99 on or before the date of receipt of applications and the receipt obtained for your name should be affixed to the given space. It would be useful to keep a copy of it with you. The fee paid for this examination is non-refundable fully or half due to any reason. Further, stamps or money orders will not be accepted as the examination fee.

11. *Method of application :*

- (a) Application should be prepared in accordance with the specimen application given with this notification by using the both sides of an A4 size paper and should be filled by the applicant in his/her own handwriting . Paragraphs from No. 01 to 05 should be on the first page and from paragraphs from No. 06 onwards should be on other pages. Applications that are not prepared in accordance with the specimen application and that are inaccurate and incomplete will be rejected without any prior notice. Applicants should bear the loss of sending incomplete applications. It would be useful to keep a copy of the application with you.
- (b) Completed application should be sent to “Secretary, Western Provincial Public Service Commission, No.628, 10th Floor, Jana Jaya City Building, Nawala Road, Rajagiriya” so as to reach on or before 06.04.2020 by registered post. It should be mentioned as “**Competitive Examination (Open) for Recruitment to Investigation Officer Grade III of Western Provincial Council Public Service**” on the upper left corner of the envelop which contains the application. Applications that are received after the given date will not be accepted.

- (c) Receipts of the applications will not be acknowledged. A notification will be published on [www.psc.wp.gov.lk](http://www.psc.wp.gov.lk), the official web site of the Western Provincial Public Service Commission as soon as admissions are issued to the applicants. In case of not receiving the admission after 07 days of such notice, it should be inquired to the Western Provincial Public Service Commission as mentioned on the notice. Should be inquired from Western Provincial Public Service Commission with the copy of application, copy of the examination fee receipt, and register post receipt.

12. *Entry to the examination :*

- (a) Western Provincial Public Service Commission will issue admissions for all the candidates who have directed accurate applications. A candidate that appears for the examination should sit for the examination at the due examination center and the admission should be produced the supervisor on the first date of such appearance for the examination. A candidate who fail to produce his admission will not be allowed to sit for the examination.
- (b) Applicants are subjected to the rules and regulations determined by the Western Provincial Public Service Commission on conducting the examination. In case of breaching such rules and regulations, they will be subjected to any punishment prescribed by the Western Provincial Public Service Commission.

13. *Identity of the applicant :*

At the examination hall, every applicant should prove his identity to the satisfaction of the supervisor. One of the following documents should be produced to the supervisor to prove the identity of applicants.

- (i) Valid National Identity Card issued by the Department of Registration of Persons.
- (ii) Valid Passport issued by the Department of Immigration and Emigration

14. *Furnishing false information:*

If any of the particulars furnished by any applicant is found to be false to the best of his/her knowledge or if he/she has willfully suppressed any material fact, or if it is proved at any time during the period of his/her service that he/she was ineligible to sit for the examination, he/she will be liable to immediate dismissal from the service. Actions will be taken as per section 47 of the Western Provincial Procedural Rules.

15. *Method of Examination :*

- (i) A candidate should write answers for all the papers in one language at the examination.
- (ii) This examination will be held on a future date which will be informed by the Western Provincial Public Service Commission.

16. List of qualified applicants from this interview will be published on the official web site of the Western Provincial Public Service Commission [www.psc.wp.gov.lk](http://www.psc.wp.gov.lk).

17. On the presumption that the applications have been forwarded by persons who have fulfilled the qualification referred to the notification, Western Provincial Public Service Commission will allow all the applicants who have sent applications on or before the closing date, in the given format by paying the prescribed fee to sit for the examination. Incomplete applications will be rejected without any notice. Complaints on loss or delay of an application on post will not be considered. Issuing an admission to an applicant is not considered as that applicant has qualified for this post. At the occasion of the interview, if it is found that the applicant does not possess the required qualifications, his/her candidature will be revoked.

18. This notification and specimen application is published on the official web site of the Western Provincial Public Service Commission [www.psc.wp.gov.lk](http://www.psc.wp.gov.lk).
19. Western Provincial Public Service Commission has the right of taking the final decision regarding any matter disclosed/undisclosed by this application calling notification.
20. In case of an inconsistency between Sinhala, English, Tamil texts of this *Gazette* notification, Sinhala text shall prevail.

THILAK SENARATH,  
Secretary,  
Provincial Public Service Commission.

Western Province  
.02.2020

### Specimen Application

COMPETITIVE EXAMINATION (OPEN) FOR RECRUITMENT TO INVESTIGATION OFFICER GRADE III OF DEPARTMENT OF LOCAL  
GOVERNMENT OF WESTERN PROVINCIAL COUNCIL PUBLIC SERVICE – 2020

Index number

(For official use)

Language medium of examination (Write the relevant letter in the box)

Sinhala – S

Tamil – T

English – E

- 01 1.1 Name in full (In English block letters) - .....  
(E.g. HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- 1.2 Last name with initials (In English block letters) - .....  
(E.g. H.M.S.K.GUNAWARDHANA)
- 1.3 Name in full (in Sinhala/Tamil)-.....
- 1.4 National Identity Card Number - .....
02. 2.1 Divisional Secretariat of permanent residency.....
- 2.3 Duration of permanent residency within the Western Province.....
03. 3.1 Permanent address (In English block letters).....  
Permanent address (In Sinhala/Tamil).....
- 3.2 Address to which the admission should be sent  
i. In Sinhala/Tamil.....  
ii. In English block letters.....
- 3.3 Telephone number  
Fixed - .....  
Mobile -.....

❖ Mention a valid number as all the relevant information to the examination will be sent to that number via SMS

04 .Gender (Put “√” in the relevant box)

Female :  Male :

05. 5.1 Marital status- (Put “√” in the relevant box)

Married:  Unmarried :

5.2 Date of birth Year:  Month :  Day :

5.3 Age as at application calling date Years:  Months:  Days:

06. Details of the degree : (copies of the degree certificate and transcript should be attached)

- i. Degree.....
- ii. Subjects of the degree.....
- iii. Name of the university.....
- iv. Effective date of the degree.....

07. 7.1 Are you a person who are serving in western provincial public service / public service and have been confirmed in service? : Yes/ No

7.2 If yes, current post : .....

7.3 Office : .....

7.4 Date of appointment : .....

7.5 Date of service confirmation : .....

08. Divisional Secretary’s office to which examination fee was paid : .....

Receipt number : .....

Date : .....

Affix the receipt here firmly.

(Only the W.P 1 receipt obtained by paying the due amount to a Divisional Secretary’s Office is valid )

09. Declaration of the applicant :

I,..... hereby declare that the information mentioned on this application by me are true and accurate. I am well aware that my candidature for the appointment to the post of Investigation Officer Grade III of Department of Local Government of Western Provincial Council Public Service will be ignored if it is found that I have submitted false information.

.....,  
Signature of the applicant.

Date .....

10. *Attestation of the signature of the applicant :*

I hereby attest that Mr./Mrs./Miss ..... who forward this application is well known to me, that he/she has paid the examination fee, that the receipt is affixed and that he/she has put his/her signature on..... before me.

.....  
Signature and official seal of the attester

Date .....

Full name of the attester .....

Designation .....

Date .....

*Attestation of the signature :*

(The signature of the applicant should be attested by an authorized officer to do so. Officers who are already in public or provincial public service should get their signatures attested by the head of the department or an authorized officer to do so for him. Signature of other applicants should be attested by any of Justice of the Peace, a Commissioner of Oaths, a lawyer, a Notary Public, a principal of a government school (a permanent staff officer in public or Provincial Public service drawing an annual salary of Rs. 498,960/-) or over , a Chief incumbent or a Head of a Buddhist or any other religion in charge of a place of worship or holding a position of importance, A commissioned officer in Tri-Forces, an officer of police service holding a *Gazetted* post. )