

MINISTRY OF IRRIGATION

Irrigation Department

OPEN COMPETITIVE EXAMINATION FOR THE
RECRUITMENT TO THE POST OF STORE KEEPER
IN GRADE III IN THE IRRIGATION
DEPARTMENT-2021

1. APPLICATIONS are hereby called from qualified Sri Lankan citizens to fill the vacancies in the posts of Store Keeper in Grade III in the Irrigation Department.
- 1.1. Post expected to be recruited and the number of vacancies- Store Keeper (III)- 07
- 1.2. Nature of the duties of the post-Keeping in charge and the proper issuance of the general offices storage items and machineries, engineering materials relevant to the construction worksites and projects of the department are the duties applicable to this post.
2. *Method of Recruitment :*
The open competitive examination for this recruitment is a written test conducted in Sinhala, English and Tamil media. The language medium applied for shall not be allowed to change subsequently. Candidates who pass the examination will be selected in the order of which they obtained the highest marks. (It is compulsory that all the qualifications mentioned in this notification shall have been fulfilled).
3. *Monthly salary scale applicable for this post :*
Relevant to the salary code MN-1-2016, Rs. 27,140- 300x10- 350x11- 495x10- 660x10- Rs. 45,540 as per the Public Administration Circular 03/2016 and salary will be paid as per the provisions of the said circular. After appointing to the post, the Efficiency Bar Examination shall be passed before reaching the fourth salary step.
4. Service category: Management Assistant Non-technical – Segment 02
- 1.1 Grades- Grade III
Grade II
Grade I
5. *Conditions of Employment:*
- I. This post is permanent and pensionable. Shall be subjected to the policy decisions taken by the

government with regard to the pension scheme entitled to, in future. Contributions shall be made to the Widow's/Widower's and Orphans Pensions Scheme. The appointment is subjected to a probation period of three (03) years.

- II. Provisions of the Procedural Rules No. 1589/30 dated 20.02.2009 issued by the Public Service Commission are applicable.
- III. As per the Public Administration Circular No. 07/2007 and circulars incidental thereto, the relevant language proficiency shall be obtained within the prescribed period.
- IV. Offices associated with the construction worksites of the department are located in difficult areas with poor transport facilities. The day and night service is compulsory due to the project duties and as required by the service in emergency situations such as flood. Those service stations include irrigation divisions and project offices in Ampara, Pottuvil, Kalmunai, Akkaraipattu, Padaviya, Rajanganaya, Huruluwewa, Mapakada, Badulla, Kandaketiya, Navakiri, Rugam, Thissa, Weeraketiya, Hambanthota, Lunugamwehera, Wellawaya, Bibile, Moneragala, Polonnaruwa, Kaudulla, Elehera, Ingimitiya, Puttlam, Muthur, Kantale, Murunkan and Vavuniya.

6. *Age limit:*
The age shall be not less than 18 years and not more than 30 years as at the closing date of applications.

7. *Educational and other qualifications:*

7.1 *Educational qualifications :*

(a) Shall have passed G.C.E (O/L) Examination in six subjects with credit passes for Sinhala/ Tamil/English language, Mathematics and two other subjects within one sitting

And

(b) Shall have passed at least one subject at the G.C.E (A/L) Examination (except for the Common General Test)

7.2 *Physical fitness :*

Shall be physically and mentally fit to serve and to perform duties of the post in any part of Sri Lanka

7.3 *Other :*

(a) Shall be a citizen of Sri Lanka

(b) Shall be of excellent moral character

(c) It is accepted that all the requisite qualifications for this post have been completed only if the applicant has completed the relevant qualifications and the prescribed age limit in every aspect as at the closing date.

(d) In addition to the qualifications in above 8(1.1)(a)(b), the successful completion of the three (03) months training on the Store Keeping conducted by the Galgamuwa Irrigation Training Institute during the probation period is a qualification required to be confirmed in the service.

8. *Furnishing false information:*

Application shall be filled very carefully and accurate information shall be provided. If any candidate is found to be unqualified, his/ her candidature shall be cancelled at any stage prior to, during or after the examination. If any information furnished by a candidate is found to be false at any stage, he/she shall be dismissed from the Public Service.

9. *Procedure of the Examination:*

9.1 *Written tests :*

Question paper	Marks	Pass marks	Duration
Intelligence test	100	40	01 hour

Consist of a questionnaire to determine the logical thinking, analytical thinking power and the ability of decision making of the candidate.

9.2 This examination will be held in Colombo district and several other selected districts in February 2021. The Director General of Irrigation reserves the authority on the final decision regarding the postponement or cancellation of the examination, filling vacancies, not filling vacancies or filling a certain number of vacancies and all other matters.

10. Application shall be prepared by the candidate in compliance with specimen application form given at the end of this gazette notification, using both sides of the paper of size A4 (21cmx29cm). Applications shall

be prepared as such that heads from 1.0 to 4.0 shall appear in the first page, heads from 5.0 to 7.0 in the second page and the rest shall appear in the third page and relevant information shall be filled in candidate's own hand writing. Applications that do not comply with the specimen application form and that consist of incomplete information shall be rejected without notice. It would be useful for the candidate to keep a photocopy of the completed application form. Further, when preparing the specimen application form, the name of the examination mentioned in the heading of the application form must be indicated in English in addition to Sinhala in Sinhala medium applications and in addition to Tamil in Tamil medium applications.

(a) When sending the applications, the words "Recruitment for the post of Store Keeper-2021" shall be mentioned in the top left hand corner of the envelope in which the application is enclosed.

(b) Receipt of the application will not be notified. Complaints regarding applications or other related document lost or delayed in the post will not be entertained.

(c) Applications that do not comply with the relevant specimen form, that are incomplete and that are late shall be rejected without notice.

(d) Applicants who are in Public Service/ Provincial Public Service shall send their applications through the Head of the Department on or before the prescribed date.

11. *Sending the applications:*

Applications completed in the language medium in which the applicant intend to sit for the examination shall be sent by registered post to reach the below address on or before 11.01.2021.

Director General of Irrigation,
Irrigation Department,
P. O Box 230,
Bauddhaloka Mawatha,
Colombo 07

12. *Sitting for the examination :*

Admission cards for the examination shall be posted so as to receive a week before the examination. No candidates will be allowed to sit for the examination

without an admission card. Candidates who sit for the examination shall produce their admission card in which their signature is attested to the supervisor.

13. *Identity of the candidate :*

A candidate shall be required to prove his identity at the examination hall to the satisfaction of the supervisor with regarding teach subject. For this purpose, any of the below documents will be accepted.

(a) National Identity Card issued by the Department of Registration of Persons

(b) A valid passport

14. The signature applicant shall be attested by a Principal of a Government school Justice of Peace/Commissioner for Oaths/ Notary Public/ Officer holding a post of staff grade in Public Service.

15. Applicants are subjected to all the rules and regulations imposed regarding the examinations. He/she shall be liable to be subjected to punishments for the violations of the said rules and regulations.

16. If any inconstancy between Sinhala, Tamil and English texts of this *Gazette* Notification occurs, the Sinhala text shall prevail.

Eng. K. D. NIHAL SIRIWARDANA,
Director General of Irrigation.

Irrigation Department,
Colombo 07,
On 9th December 2020.

(For Office Use only)

SPECIMEN APPLICATION

The Open Competitive Examination for the
Recruitment to the post of Store Keeper (Grade III) in
the Irrigation Department-2021

Language medium of the examination:

Sinhala - 1 ☐
Tamil - 2 ☐

5.0 Educational Qualifications :

5.1 G.C.E (O/L) Examination:

I. Year and Month of the Examination:

Year: Month:

II. Index Number:

III. Results :

Subject	Grade	Subject	Grade
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

5.1 G.C.E (A/L) Examination:

I. Year and Month of the Examination:

Year: Month:

II. Index Number:

III. Results :

Subject	Grade
1.	
2.	
3.	
4.	

6.0 Have you ever been convicted by a Court of Law for an offence?
(Indicate (✓) in the relevant cage)

Yes ☐ No ☐

If yes, provide the particulars on which Court, the offense and the penalty imposed.

7.0 Declaration of the Applicant :

(a) I do hereby respectfully declare that the particulars furnished by me in this application are true and correct to the best of my knowledge. I agree to bear any loss incurred due to not completing some sections of the application and/or completing incorrectly. Further, I declare that all the sections of this application are completed correctly.

(b) Further, I agree to be bound by the rules and regulations imposed on conducting the examination and I agree to accept a decision taken to dismiss my

candidature for the examination if it is found out that I am unqualified under these conditions prior to the examination or after the examination.

(c) I am also aware that if this declaration made is found to be false I am liable to be disqualified for the appointment.

(d) I will not change any of the information furnished here.

Signature of the Applicant.

Date :

8.0 Attestation of the Signature of the Candidate:

I do hereby certify that the Mr./Mrs./Miss..... who submits this application is known to me personally, he/she placed his/her signature in my presence on.....

Signature of the Attester and the official seal.

Name of the Attesting officer :

Designation :

Date :

9.0 Certification of the Head of the Department :

(Only for the applicants who are currently in Public Service) :

I hereby certify that Mr./Mrs./Miss who has furnished above particulars is serving in the post of Service, that the particulars furnished by him/her is correct and he/she can be released from the service at this institution once he/she is selected for this post.

Signature of the Departmental/ Institutional Head and the official seal.

Date :