Public Service Commission

State Ministry of Pharmaceutical Production, Supply and Regulation "Osu Piyasa"

Recruitment to the Post of Legal Officer on Contract Basis - 2021

Applications are invited from the citizens of Sri Lanka who have fulfilled the qualifications in this notice to fill the vacancy in the post of Legal Officer (on contact basis) in the State Ministry of Pharmaceutical Production, Supply and Regulation.

01. Method of recruitment

The candidate who obtained maximum marks from an interview for evaluating eligibility conducted by an interview panel appointed by the Public Services Commission out of candidates who have completed qualifications mentioned in this notice will be recruited for the vacancy on contract basis. The interview for Evaluating Eligibility will be held in conformity with the marking scheme (given under No. 6) approved by the Public Services Commission. The effective date of the appointment will be decided by the Public Services Commission.

02. Required Qualifications

(i) Educational/Professional Qualifications :

Should have sworn in as an Attorney-at-Law in the Supreme Court.

(ii) Experience :

Should have obtained an active professional experience not less than three (3) years subsequent to swearing in as an Attorney-at-Law in the Supreme Court. (The documents submitted in proof of the active professional experience should clearly indicate the period of experience, date and official frank and should be produced at the interview)

(iii) Physical qualifications:

Every candidate should be physically and mentally fit to serve and to perform duties of the post in any part of Sri Lanka.

(iv) Other qualifications :

- Should be a citizen of Sri Lanka,
- Should be of excellent character,
- Requisite qualifications for this post should have been completed in every aspect as at the closing date.

03. Service occupying conditions and service conditions:

(i) This is a post created on contract basis and the holder is not entitled to a permanent appointment or privileges entitled to permanent officers.

(ii) Shall contribute to the Public Service Provident Fund after being recruited to the post.

(iii) This appointment will be subject to terms and conditions in the guidelines of Public Services Commission, Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the Government of Sri Lanka, and other Departmental Regulations.

(iv) The later change of applied language medium will not be allowable, and the qualifying language medium for your appointment will be the language medium indicated by you in the application.

04. Age Limit

Shall be not less than 21 years and not more than 45 years as at the closing date of the applications.

05. Salary Scale

Monthly allowance – Rs. 47,615/- + Cost of living allowance – Rs. 7,800/-

06. Marking scheme for the interview for Evaluating Eligibility is as follows:

Serial No.	Subject	Marks	Maximum Marks
01	**Additional Educational qualifications :**		25
	a) Post Graduate Degree relevant to the field of Law obtained from a university recognized by the University Grants Commission.	25	
	b) Post Graduate Diploma relevant to the field of Law or Post Attorney Diploma obtained from an institution recognized by the government or a postgraduate diploma in law obtained from the Higher Institute of Legal Education of Sri Lanka Law College.	20	
	c) LLB degree with first class,	15	
	LLB degree with upper second class,	10	
	LLB degree with a class,	07	
	LLB degree with a general pass obtained from a university recognized by the University Grants Commission.	05	
	d) First class pass in the final year of the Law College	10	
	Second class pass in the final year of the Law College	05	
	Note: i. The above 05 marks will be awarded only if the final examination of the Law College is passed with honours.		
	Note: ii. Marks will be awarded only for the highest qualification.		
02.	**Additional Professional Experience**		35
	Preparation of documents Related to Court Cases and submissions in open Courts		

	Filing of cases (per one case)	Submissions in open Courts (per one case)
Supreme Court	2	5
Court of Appeal	2	4
High Court	2	3
District Courts	4	5
Judicial	2	3

Note : To confirm the above qualifications, the copies of relevant judgements and certified copies of proceedings of the last date in Courts should be produced to the interview panel.

03	**Literacy In Information Technology**		10
	a) For studying Information Technology as a main subject for a degree offered by a university recognized by the University Grants Commission	10	
	b) A Diploma in Computer Science or Information Technology obtained from a university recognized by the University Grants Commission or a Diploma of NVQ-05 or higher level in Computer Science or Information Technology obtained from a recognized institute.	08	
	c) Certificates obtained, in Information and Communication Technology from a university recognized by the University Grants Commission or Sri Lanka Law College or any other training/vocational institute recognized by the government. (at the rate of 02 marks per 01 certificate, marks will be granted for only 02 certificates)	05 04	
	Note : Marks will be awarded only for the highest qualification.		
04	**Language Proficiency**		15
	a) A degree offered by a university recognized by the University Grants Commission with English as a main subject.	15	
	b) A post graduate degree in law in English medium from a university recognized by the University Grants Commission or a post legal Diploma in English medium from the Sri Lanka Law College	12	
	c) A Diploma in English Language from a university recognized by the University Grants Commission or a Diploma of NVQ 5 or higher level for English Language obtained from any other recognized institute.	10	
	d) At least a distinction for English Language at the GCE (Advanced Level) examination (Local or London) or IELTS (Academic) overall marks 6.5 or above, TOEFL-IBT 79 or above, TOEFL-CBT 213 or above or TOEFL –PBT 550 or above.	08	
	e) A higher certificate for English Language from a university recognized by the University Grants Commission or an NVQ Level 4 certificate from any other recognized institute.	06	
	Note : Marks will be awarded only for the highest qualification		
05	**For skills shown at the interview.**		15
	i. General Knowledge and intelligence	05	
	ii. Knowledge in current trends in the field of Law	05	
	iii. Ability to express views clearly and personality	05	
	Total		**100**

Note.- In case the certificates provided at the interview do not indicate the duration of the course, it is the responsibility of the candidate to get the duration of the courses confirmed in writing, from the relevant institutions. The certificates which do not indicate the durations or not confirmed by a letter shall not be considered when giving marks.

07. Identity of the Candidate

Only the applicants who have submitted fully completed applications in every aspect will be invited for the interview for evaluating eligibility.

Original copies of all certificates and duly certified copies should be submitted at the interview.

Any of the following documents will be accepted to confirm the identity at the interview:

i. Valid National Identity Card issued by the Commissioner of the Department of Registration of Persons;

ii. Valid passport.

08. Submission of applications

i. Applications should be sent by registered post to reach the following address on or before 13.07.2021. 'Secretary, State Ministry of Pharmaceutical Production, Supply and Regulation, "Osu Piyasa", No. 464/A, T.B. Jayah Mawatha, Colombo 10. (HQ Building - 5th Floor) Late applications will be rejected.

ii. Specimen of the application is given at the end of this application. Applications should be prepared in A4 size papers indicating No. 01 to 03 in the first page, 04 to 06 in the second page and 07 to 08 in the third page and should be completed by applicant's own handwriting.

iii. "Recruitment for the post of Legal officer on contract basis" should be clearly mentioned in the top left corner of the envelope enclosing the application.

iv. Applicant's signature placed in the application should be attested by a principal of a government school /Justice of Peace/ Commissioner of Oaths /Attorney at Law/ Notary public/A Commissioned Officer of the Tri-Forces or an officer holding a permanent post in public or provincial service, earning a monthly consolidated salary of Rs. 47,615/-.

v. Those who are in public service or provincial service at present should forward their applications through the heads of their respective Departments.

vi. Applications not in conformity with the specimen herewith will be rejected. Any complaint regarding loss or delay of the application will not be accepted.

09. Furnishing false information

Your candidature is liable to be cancelled if it is found before recruitment that any information furnished by you in your application is false or incorrect. Ifit is found after the recruitment that you have furnished information that is false or incorrect you will be liable for dismissal from the Public Service subject to the relevant procedure.

10. Public Services Commission reserves the right to fill the vacancy or not.

11. If any inconsistency between Sinhala, Tamil and English texts of this Gazette Notification occurs, the Sinhala text will prevail.

12. Any matter not provided for in this Notice or any problem regarding the recruitment procedure arises, the decision taken by the Public Services Commission shall be final.

By order of the Public Services Commission,

Secretary,
State Ministry of Pharmaceutical Production, Supply and Regulation

09.06.2021

Specimen Application

Recruitment on Contract Basis to the Post of Legal Offier in the State Ministry of Pharmaceutical Production, Supply and Regulaion of Pharmaceuticals

Medium of your choice for interview. [ ] [ ]

(For official use)

Write the relevent number in the box. Sinhala-2/Tamil-3/English-4)
Note: Medium applied is not allowed to be changed later..

1.0

1.1 Full Name (Mr /Mrs /Miss) :.....
(in Simhala /Tamil) .....

1.2 Full Name :.....
(Block letters in English) .....

1.3 Name with Initials (Mr /Mrs/Miss):.....
(In Sinhala/Tamil) .....

1.4 Name with initials :.....
(ENGLISH CAPITAL LETTERS) .....
EXAMPLE: GUNAWARDHANA, M.G.B.S.K.

2.0

2.1 Permanent Address :.....
(in Sinhala/Tamil) .....

2.2 Permanent Address :.....
(English capital letters) .....

2.3 Telephone Number :.....

3.0

3.1 Female/Male: (Write in the relevant box) Male - 0 Female - 1 [ ]

3.2 Married/Single (Write in the relevent box) Married - 1 Single - 2 [ ]

3.3 Date of Birth-: Year [ ][ ][ ][ ] month [ ][ ] date [ ][ ]

3.4 Age as of 13.07.2021: years [ ][ ] months [ ][ ] days [ ][ ]

3.5 National Identity Card Number

[ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

4.0

4.1 Details of qualifications in possession as per notification calling applications for the interviewww.

Institute Offering Qualification ..... Date of Receipt .....
....

Date of swearing in as a Lawyer in the Spreme Court
.....

4.2 Details of each qualification under No. 06 of the Notice calling applications.

4.2.1 Additional educational qualifications :.....
.....

4.2.2 Additional Professional Experience :.....
.....

4.2.3 Language Proficiency :.....
.....

4.2.4 Literacy in Information Technology :.....
.....

5.0 Have you ever been convicted by a Court of Law?
(Mark in the relevent box with sign { }. (If "Yes" provide details.)

Yes	
No	

.....

6.0 Certification by Applicant

I declare that information furnished by me in this application is true and correct, and all parts are duly completed, and I am aware that my candidature is liable to be cancelled if any information found to be false and incorrect before recruitment and liable for dismissal from service if found after recruitment, and I am subject to all rules and regulations.

Date :..... .....
Applicant's signature

7.0 Certification of Applicant's Signature

I certify that Mr /Mrs /Miss.....
..... who is forwarding this application, is personally known to me and he /she affixed his /her signatuere before me.

Date..... .....
Signature of Certifying Officer

Full Name:
Position
Date
(Confirm with Official seal.)

8.0 Recommendation of Head of Institution / Department

I certify that above detailed Mr/Mrs/Miss.....
..... is in the service of this institution and the information provided by him /her is correct, his / her performance and attendence are satisfactory, and no charge is pending against him / her. If selected for the proposed post he / she could be realeased from the service of this institution.

Date:..... .....
Signature of Head of institution / Department

Full Name
Designation
Address:
Date
(Confirm with official seal)

Source: Sunday Observer (2021.06.13)