

දුරකථන) 0112669192 , 0112675011
දුරකථන) 0112698507 , 0112694033
Telephone) 0112675449 , 0112675280
ෆැක්ස්) 0112693866
ෆැක්ස්) 0112693869
Fax) 0112692913
විද්‍යුත් තැපෑල) postmaster@health.gov.lk
மின்னஞ்சல் முகவரி)
e-mail)
වෙබ් අඩවිය) www.health.gov.lk
இணையத்தளம்)



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சுகாதார அமைச்சு
Ministry of Health

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எனது இல) TA/TUT/PSM/PHA/
My No.) 02/2019
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Your No. :)
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திகதி) 2022. 10 - 20
Date)

General Circular Letter No: 02 – 63 / 2022

All Directors of Hospitals and Heads of Institutions under the Line Ministry,

Recruitment to the post of Senior Tutor in Pharmacy in School of Pharmacy of Ministry of Health

Applications are called for the post of Senior Tutor in Pharmacy in Schools of Pharmacy of Ministry of Health, from Pharmacists who have satisfied the following qualifications and conditions and are serving in Health Institutions/ hospitals which are under the Ministry of Health.

1. Educational and Other Qualifications :-

- I) Should be a citizen of Sri Lanka.
- II) Should be excellent in character.
- III) Should be an officer in supra grade or an officer who have completed an active and satisfactory service period of five (05) years in Grade I of the post concerned.
- IV) Should not have been subject to a disciplinary punishment as per the provisions set out in public service commission circular No 01/2020
- V) Should have shown a performance at the satisfactory level or above the satisfactory level during the five (05) years immediately prior to the date of promotion in terms of the approved scheme of performance appraisal.
- VI) Should have passed the Efficiency Bar Examination for Grade I
- VII) Should have successfully completed 06 month training course in teaching conducted by the National Institute of Health Science or should have followed a course in teaching of not less than

six months recognized by the Tertiary and Vocational Education Commission or University Grants Commission.

- VIII) Should have completed a continuous and satisfactory service period of five (05) years in the post of Tutor in Pharmacist.
- IX) Should have fulfilled all qualifications in all respects as at the date mentioned here in and candidates should submit copies of the relevant certificates along with the application in proof of the qualifications.

2. Age Limit:-

Maximum age limit is not applicable since recruitments are made from the officers who are currently serving in the post of Pharmacist.

3. Salary Scale :-

In terms of the Public Administration Circular 03/2016 dated 25.02.2016 salary code applicable to this post is MT 08 - 2016 and the appointee will be placed on the third salary step of the salary scale Rs. 50,200- 1345x10-1630x8- 76,690/= and salaries will be paid in terms of the second (2nd) schedule of the above circular.

4. Method of Recruitment:-

Applications are called in terms of the notification of calling applications approved by the Health Service Committee of Public Service Commission considering the number of vacancies. Qualifications of the candidates are verified by an eligibility evaluation interview conducted by an interview board approved by the Health Service Committee of the Public Service Commission Candidate who secure the highest marks at the interview will be appointed by the Health Service Committee of Public Service Commission in the order of merit of the marks and considering the number of vacancies. A number of candidates constituting twice the number of vacancies or five (05) candidates; whichever the highest in number will be called for the interview in the order of seniority of the officers.

Note – When the officers promoted by the Health Service Committee of Public Service Commission are attached to service stations, they will be given opportunity in the order of merit obtained at the eligibility evaluation interview to mark their choice for the vacancies exist in the approved cadre in the order of their preference and recruited.

5. Marking Scheme:-

i. Service Experience	- 60 Marks
ii. Additional Educational Qualification	- 30 Marks
iii. Special Merits	- 10 Marks
Total	<u>= 100 Marks</u>

*** Comprehensive marking scheme is attached as Annexure I.

6. Conditions of Service :-

This post is permanent and pensionable. Appointee should further contribute to the Widows'/ Widowers' and Orphans' Pension Scheme. Since this recruitment is made on the limited basis, appointee is subject to an acting service period of one year.


7. Method of applications :-

- I. Applications should be prepared in compliance with the specimen form of application appended to this notification and the applications completed by the applicants should be forwarded to the Head of Institution. The Head of Institution, having satisfied with the accuracy of information furnished in the application after checking them with the records in the personal files of the officers concerned, should certify the applications. It will be the responsibility of the Head of Institution.
- II. Top left corner of the envelop containing the application should bear the words **“Recruitment to the post of Senior Tutor in Pharmacy in School of Pharmacy of the Ministry of Health”**
- III. Heads of Institutions should forward the duly perfected applications together with the report given at the end of the application by registered post to reach the Director (Admin) 02, Ministry of Health, “Suwasiripaya”, No. 385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo 10 on or before 05/11/2022.....
- IV. **Applications received after the closing date of applications or applications containing incorrect information will be rejected without any notice.** Appeals made subsequently in this regard will not be entertained. Ministry of Health, will not be responsible of the losses in the post.

8. Documents in proof of the qualifications given under No. 01 and No. 05 above, if any, should be attached to the application. No consideration will be made regarding the candidates who fail to furnish the documents when necessary.
9. Selected candidates should accept the appointment by short notice as no additional expenses has to be incurred by the Government and should be willing to serve in any place he/she is appointed to. If the appointee fails to do so appointment has to be cancelled after 14 days.
10. In case of any problem regarding any matter covered or not covered by this circular decision of the Health Service Committee of the Public Service Commission will be final. And, in the event of any inconsistency between the Sinhala, Tamil and English texts of this circular, Sinhala text will prevail.

N.B. – Head of Institution should personally draw his/her attention to the fact that every section of the application is perfected and information furnished is correct.

By the order of the Health Service Committee in the Public Service Commission,


S. Janaka Sri Chandraguptha,
Secretary,
Ministry of Health.

S. Janaka Sri Chandraguptha
Secretary
Ministry of Health
"Suwasiripaya"
385, Rev. Baddegama Wimalawansa Thero Mawatha,
Colombo 10.