

# ANURADHAPURA MUNICIPAL COUNCIL

## VACANCIES

Applications are invited from qualified applicants for recruitment on contract basis to the following posts at Anuradhapura Municipal Council.

01. Posts for Recruitment

- Draftsman
  - Works Supervisor
  - Technical Officer (Quantity Surveyor)
  - Driver (Tractor)

02. Qualifications for Recruitment

1. Draftsman

1. Educational Qualifications:

Should have passed in three subjects in one sitting at the General Certificate of Education (Advanced Level) Examination in Science / Mathematics / Technology stream with Applied Mathematics / Pure Mathematics / Combined Mathematics and Physics / Engineering Technology and Technology

And

Should have passed the General Certificate of Education (Ordinary Level) Examination in six (06) subjects in one sitting with credit passes for Sinhala / Tamil / English language, Science, Mathematics and any other subject

2. Vocational Qualifications:

Should have completed the qualification in NVQ Level 6 relevant to the vocational field

And

Should have obtained the relevant Certificate after successfully following a one year full time training course recognized by the Tertiary and Vocational Education Commission or

Should have obtained any other technological qualification recognized by the Tertiary and Vocational Education Commission as equivalent in every way to the technological qualifications mentioned below after obtaining the opinion of the Ministry of Higher Education and institutions issuing technological certificates mentioned above.

3. Age Limit:

Those between the age of 18 and 35 years will be considered

4. Salary Scale:

Initial salary in MN 3 Salary Scale in Public Administration Circular No. 10/2025 for Grade III in Service Minutes of Technological Service of the North Central Provincial Public Service will be paid to this post.

5. No. of vacancies to be filled on contract basis:

Draftsman - 01 Vacancy

2. Works Supervisor

1. Educational Qualifications:

Should have passed the General Certificate of Education (Ordinary Level) Examination in six (06) subjects in one sitting with credit passes for Sinhala / Tamil / English language, Science, Mathematics and another two subjects and

Should have passed in at least one (01) subject at the General Certificate of Education (Advanced Level) Examination

2. Vocational Qualifications:

Should have completed the NVQ Level 3 qualification relevant to the vocational field

3. Age Limit:

Those between the age of 18 and 35 years will be considered

4. Salary Scale:

Initial salary in MN 1 Salary Scale in Public Administration Circular No. 10/2025 for Grade III in Works Supervisor Service Minutes in institutions of the North Central Provincial Public Service will be paid to this post.

5. No. of vacancies to be filled on contract basis:

Works Supervisor – 02 Posts

3. Technical Officer / Quantity Surveyor

1. Educational Qualifications:

Should have passed in one sitting in three (03) subjects at the General Certificate of Education (Advanced Level) Examination in Science / Mathematics / technology stream with two (02) subjects relevant to the

field and

Should have passed the General Certificate of Education (Ordinary Level) in six (06) subjects in not more than two sittings with credit passes for Sinhala / Tamil / English language and another subject

2. Vocational Qualification:

Should have obtained the National Technology Certificate after successfully following a course in a field relevant to the post from a Technical College recognized by the Tertiary and Vocational Education Commission (National Technology Certificate in Civil / Electrical / Mechanical) or

Should have obtained the relevant certificate after successfully following the National Certificate Course for Industrial Technicians from a Technical College recognized by the Tertiary and Vocational Education Commission or

Should have obtained any other technological qualification recognized by the Tertiary and Vocational Education Commission as equivalent in every way to the technological qualifications mentioned below after obtaining the opinion of the Ministry of Higher Education and institutions issuing technological certificates mentioned above.

3. Age Limit:

Those between the age of 18 and 35 years will be considered

4. Salary Scale:

Initial salary in MN 3 Salary Scale in Public Administration Circular No. 10/2025 for Grade III in Service Minutes of Technological Service of the North Central Provincial Public Service will be paid to this post.

5. No. of vacancies to be filled on contract basis:

Technical Officer / Quantity Surveyor - 01 Vacancy

4. Driver (Tractor)

1. Educational Qualifications:

Should have passed in six (06) subjects with two (02) credit passes including Sinhala / Tamil language in not more than two sittings at the General Certificate of Education (Ordinary level) Examination

2. Vocational Qualification:

Should possess a valid Driving License issued by the Commissioner General of Motor Traffic regarding driving of Heavy Vehicles.

Should have good knowledge regarding Highway Code

Should have three (03) years experience as a Heavy Vehicle Driver and the experience should be documentarily proved.

3. Age Limit:

Those between the age of 18 and 35 years will be considered

4. Physical Qualifications

Every applicant should be physically fit to be deployed in day and night service and should have a good eye sight. It should be proved by a certificate issued by a government medical officer.

Minimum height should be 5 ft 2 ½ inches

5. Salary Scale:

Initial salary in PL 3 Salary Scale in Public Administration Circular No. 10/2025 for Grade III in Service Minutes of Motor Car Drivers Service of the North Central Provincial Public Service will be paid to this post.

6. No. of vacancies to be filled on contract basis:

Driver - 04 Vacancies

General Conditions

04. Physical Qualifications:

All candidates should be physically and mentally fit to serve in any part of the North Central province and to discharge the duties entrusted to the post

05. Other Qualifications:

Applicant should be a permanent resident within the North Central Province for three (03) years, immediately preceding the closing date of applications. Residency should be proved by a Grama Niladhari Certificate authenticated by the Divisional Secretary.

Should have fulfilled all qualifications in every way as at the closing date of applications.

06. Method of Recruitment

After scrutinizing the applications, qualified applicants will be called for the interview and after checking the educational and other qualifications, the qualified persons will be recruited to the relevant posts.

07. Method of Applying:

Applications should be submitted as per the specimen given below. Applications should be correctly and clearly perfected in own handwriting. Applications should be prepared in A4 size papers. Applications should be sent by registered post addressed to “Municipal Commissioner, Municipal Council, Anuradhapura” to receive before 16.09.2025 and the post applying for should be mentioned on the top left corner of the envelope containing the application.

08. Improperly perfected applications and applications that have not fulfilled the basic qualifications will be rejected without any intimation.

09. Municipal Commissioner of Anuradhapura Municipal Council reserves the right to take the final decision regarding recruiting or not recruiting for the above posts and regarding the number of vacancies to be filled.

10. Recruitment for the above posts on contract basis for a period decided by the General Council of Municipal Council

11. Period of contract may be extended or decreased based on the service requirement.

Municipal Commissioner  
Municipal Council  
Anuradhapura

25.08.2025

(For Office Use Only)

Specimen Application

Recruitment to the Post of .....  
at the Anuradhapura Municipal Council on Contract basis

01. Name in Full : .....

02. Personal Address: .....

03. National Identity Card No.:.....

04. Date of Birth: .....

05. Age as at 16.09.2025 : .....

06. Telephone No. Mobile : ..... Standard : .....

07. Educational Qualifications:  
G.C.E. (Ordinary Level)  
SubjectPass  
01. ....

02. ....

03. ....

04. ....

05. ....

06. ....

07. ....

08. ....

G.C.E. (Advanced Level)  
SubjectPass  
01. ....

02. ....

03. ....

04. ....

08 Vocational Qualifications:.....

09 Experience : .....

10 Certification of the Applicant:  
I hereby certify that the information I have given above by me is true and correct to the best of my knowledge and belief. I am aware that my entitlement to be appointed to the above post that I have applied for gets disqualified if any of the above information I have given above is found to be false.

Date :.....

.....  
Signature of Applicant