

**Post – Vacant**  
**National Police Commission**

**Recruitment on open basis to the post of Legal Officer (Grade III of the Executive Service Category) - 2026**

Applications are invited from Sri Lankan citizens who have fulfilled following qualifications for the post of Legal Officer Grade III of the Executive Service Category of the National Police Commission.

Number of Vacancies 01

**01. Method of Recruitment**

The candidate who obtains the highest marks based on the results of a competency assessment interview conducted by the interview panel appointed by the National Police Commission for applicants who have fulfilled the qualifications specified in the advertisement will be recruited for this position. A competency assessment interview will be conducted in accordance with the marking procedure (mentioned under No. 06) approved by the National Police Commission.

**02. Required Qualifications**

**I. Educational Qualifications / Professional Qualifications**

Having been sworn in as an Attorney-At-Law of the Supreme Court of Sri Lanka.

**II. Experience**

Having acquired not less than three (03) years of active professional experience after being sworn in as an Attorney-At-Law of the Supreme Court. (The documents submitted to prove active professional experience should clearly state the experience, the period of acquisition, the official seal of the person certified and the date of the certification).

or

- having gained experience in the following tasks for not less than 03 years in a position in the legal field of a state institution after being sworn in as an Attorney-At-Law of the Supreme Court. (a position in the legal field means a position for which a Law degree or being sworn in as an Attorney-At-Law of the Supreme Court is a basic qualification for recruitment).

- (a) Liaising with the Attorney General's Department on legal affairs regarding cases.
- (b) Legal matters related to Agreements
- (c) Legal matters regarding Acts and Ordinances
- (d) Documentation tasks regarding legal documents of bills, Acts, Circulars, Regulations etc.
- (e) Legal or Judicial proceedings of investigations conducted by various statutory bodies.

(The above documents should be confirmed by a letter issued by the Secretary / Head of the Department)

**Note:**

- Copies of documents proving the basic qualification must be attached to the application form, certified by the applicant and the starting and ending dates of the service period must be clearly stated in the application form. Applications without certified copies may be rejected without notice.

**III Physical Fitness**

Every candidate must be physically and mentally fit to serve in any part of Sri Lanka and to perform the duties of the position as required by the National Police Commission.

**IV Other Qualifications:**

- Should be a citizen of Sri Lanka;
- The applicant must be of excellent character;
- The necessary qualifications must be completed in every aspect by the date of calling for applications;

**03. Terms of Employment and Conditions of Service :**

- I. This post is permanent and pensionable. You shall be subject to further policy decisions taken by the Government regarding the pension scheme entitled to you.
- II. The appointment is subject to a probationary period of 03 years. The Legal officer must pass the I Efficiency Bar Examination as mentioned in the Scheme of Recruitment within 03 years of being recruited to Grade - III.
- III. In accordance with the provisions of Public Administration Circular No. 18/2020 dated 16.10.2020, proficiency in the other official Language (s) prescribed for the post should be obtained.
- IV. This appointment is subject to the Procedural Rules of the Public Service Commission, Establishment Code of the Democratic Socialist Republic of Sri Lanka, The Government Financial Regulations, and other orders imposed by the National Police Commission from time to time.
- V. This is an appointment made by the National Police Commission.
- VI. The medium of language applied for will not be allowed to be changed later, and the medium of language you are eligible to receive the appointment will be the language you indicate in the application form.

**04. Age Limit:**

The applicant should not be less than 21 years of age and not more than 45 years of age as at the closing date for applications.

**05. Salary Scale:**

In terms of Schedule I of the Public Administration Circular No. 10/2025 dated 25.03.2025, the monthly salary scale applicable for this post will be Rs. 82,150 – 10 x 2,400 – 8 x 2,940 – 17 x 3,900 – Rs. 195,970 (SL – I – 2025). In accordance with the provisions of the said circular, you will be paid as per Schedule III thereof. In addition, as per the existing regulations, an incentive allowance of 1/5 of the basic salary is paid to the officers of the National Police Commission.

**06. The following Marking Procedure will be base for the Structured Interview**

	<b>Main fields</b>	<b>Marks</b>	<b>Maximum Marks</b>																		
I.	<p><b>Additional Educational Qualifications</b></p> <p>(a) Postgraduate Degree in Law obtained from a university recognized by the University Grants Commission.</p> <p>(b) A Postgraduate Diploma in Law obtained from a university recognized by the University Grants Commission or Diploma on Law obtained from the Institute of Higher Legal Education of the Law college.</p> <p>(c) Obtained from a university recognized by the University Grants Commission:</p> <ul style="list-style-type: none"> <li>• Bachelor of Laws with First Class Honours</li> <li>• Bachelor of Laws with Second Class Upper Division</li> <li>• Bachelor of Laws with Second Class Lower Division</li> <li>• Bachelor of Laws with an average pass</li> </ul> <p>(d) First class pass in the final year of the Law College Second class pass in the final year of Law College</p> <p>Note I - above 05 marks will be awarded only if the final examination of the Law College has been passed with an honours.</p> <p>Note II - Marks will be awarded only for the highest qualification.</p>	25 25 20 15 10 07 05 10 05	25																		
II.	<p>Additional Professional Qualifications</p> <p>Preparation of documents related to cases and making representations in open courts.</p> <table border="1"> <thead> <tr> <th></th> <th>Marks for case Filing (per case)</th> <th>Marks for appearing in courts and making representation (per case)</th> </tr> </thead> <tbody> <tr> <td>Supreme Court</td> <td>2</td> <td>5</td> </tr> <tr> <td>Court of Appeal</td> <td>2</td> <td>4</td> </tr> <tr> <td>High Court</td> <td>2</td> <td>3</td> </tr> <tr> <td>District Court</td> <td>4</td> <td>5</td> </tr> <tr> <td>Tribunals</td> <td>2</td> <td>3</td> </tr> </tbody> </table> <p>Note – To prove the above qualifications, copies of the relevant court decisions or a certified copy of the case report on the date the case was last heard should be submitted to the interview board.</p>		Marks for case Filing (per case)	Marks for appearing in courts and making representation (per case)	Supreme Court	2	5	Court of Appeal	2	4	High Court	2	3	District Court	4	5	Tribunals	2	3	35	
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Supreme Court	2	5																			
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Tribunals	2	3																			

III.	<p><b>Language Ability</b></p> <p>(a) Degree obtained from a university recognized by the University Grants Commission with English as a major subject.</p> <p>(b) Fluency in the English language shown in recognized international or national level Moot Court Competition.</p> <p><u>Individual</u></p> <p>I. First place / best talent -12</p> <p>II. Second place - 10</p> <p>III. Third place / other talents - 08</p> <p><u>Groups</u></p> <p>I. First place / Best talent - 10</p> <p>II. Second place - 08</p> <p>III. Third place / other talents - 06</p> <p>(c) Diploma in English obtained from a university recognized by the University Grants Commission or SLQF 3 or Higher Diploma in English from any other Institute or Diploma in English at least 1,500 study hour course obtained from a Government Training Institute / Institute affiliated to a Government Training Institute</p> <p>(d) At least a very good pass obtained in English at G.C.E. (Advanced Level) Examination (Local or London) or at IELTS overall score of 6.5 or higher, TOFEL – IBT 79 marks or higher, TOFEL - CBT 213 marks or higher or TOFEL – PBT 550 or higher.</p> <p>(e) An Advanced Certificate of English language obtained from a university recognized by the University Grants Commission or certificate of English at SLQF 2 obtained from other Institute.</p>	15 12 10 08 05	15 12 10 08 05
	Note - Marks will be awarded only for the highest qualification		

IV.	<p><b>Knowledge of Information Technology</b></p> <p>(a) A Degree obtained from a university recognized by the University Grants Commission with Information Technology or Computer Science as a main subject.</p> <p>(b) A Diploma in Information and Communication Technology Law obtained from a university recognized by the University Grants Commission or from Law College or from any other professional Institute recognized by the Government.</p> <p>(c) A Diploma in Computer Science or Information Technology obtained from a university recognized by the University Grants Commission or a Diploma or a higher NVQ level 5 in Computer Science or Information Technology obtained from any other Institute.</p> <p>(d) Certificate obtained by attending courses / Training programs in the field of Information and Communication Technology Laws from a university by the University Grants Commission or the Sri Lanka Law College or any other Government recognized training /professional Institute. (Marks will be awarded for maximum two certificates by 02 marks per one certificate).</p> <p>Note : Marks will be awarded only for the highest qualification.</p>	10 08 05 04	10
V.	<p><b>The merit demonstrated at the Interview</b></p> <p>Applicant's skills that are useful in fulfilling the duties of the post:</p> <ul style="list-style-type: none"> <li>• Strength questions (02 marks)</li> <li>• Situational questions (03 Marks)</li> <li>• Competency questions (10 marks)</li> </ul>		15
Total			100

#### **07. The Identity of Candidate :**

- Only candidates who have submitted duly completed applications in all respect will be called for the Structured Interview.
- Originals and true copies of all certificates duly certified by yourself should be furnished at the time of interview.
- The following identity cards will be accepted to prove the applicant's identity at the interview.
  - (i) National Identity Card issued by the Commissioner General of Registration of Persons.
  - (ii) Valid Passport.

## **08. Submission of Applications :**

- (a) Applications should be forwarded by registered post to reach the address of the Secretary, National Police Commission, Block No. 09, BMICH, Premises, Colombo 07 on or before 09.03.2026. Applications received after that date will be rejected.
- (b) A specimen application form is given at the end of this notification. Applicants should prepare their applications on A4 size paper in a manner that the first page from No. 1.0 to 4.0, second page from No. 5.0 to 9.0, third page from 10.0 to 11.0 and fill the form in their own hand writing.
- (c) "Application for the Post of Legal Officer of the National Police Commission Grade (III)- 2026" should be marked on the top left-hand corner of the envelope in which the application is sent.
- (d) Candidate's signature on the application should be certified by a principal of a government school, Justice of peace / Commissioner of Oaths / Attorney-At-Law / Notary Public / Commissioned Officer of Armed Forces or by an Officer holding a permanent Post in the Government or Provincial Public Service earning a consolidated monthly salary of Rs. 82, 150/- or above.
- (e) Officers currently employed in the Public Service or Provincial Public Service should submit their applications through the Head of the Institute in which they are serving.
- (f) The applications that do not conform to the specimen application form annexed hereto will be rejected. No complaints regarding loss or delay of applications will be accepted.

## **09. Providing false Information :**

If any information mentioned in the application submitted by you is found to be false or incorrect before recruitment, your candidature will be cancelled. If any such false or incorrect information is revealed after recruitment, action will be taken to dismiss you from the service subject to the applicable procedures.

**10. The National Police Commission reserves the right to fill or not to fill the vacancy.**

**11. If there is any inconsistency or discrepancy among the Sinhala, Tamil and English language texts of this Notification, the Sinhala Language text shall prevail.**

By order of the National Police Commission

Secretary  
National Police Commission  
Block No. 09  
BMICH Premises  
Colombo 07.