

**DEPARTMENT OF SPORTS DEVELOPMENT**

**Recruitment to the post of Cook in the Primary Level Semi-Skilled Service Category of the Department of Sports Development - 2026**

APPLICATIONS are hereby called from Sri Lankan male applicants who have satisfied the following qualifications to fill the vacancies existed in the post of Cook in the Primary Level Semi-Skilled Service Category of the Department of Sports Development.

01. This recruitment is made for the post of Cook in the Primary Level Semi-Skilled Service Category of the Department of Sports Development. Closing date of calling for applications: **27.03.2026.**

**02. Conditions of Service:**

- (a) A selected candidate will be appointed to the post of Exercise Assistant subject to the general conditions governing appointments in the public service, the terms and conditions set out in the Scheme of Recruitment approved by the Public Service Commission on 21.02.2014, and any amendments made or to be made to the Scheme of Recruitment hereinafter, the conditions stipulated in the Procedural Rules of the Public Service Commission published in the *Gazette Extraordinary* No. 2310/29 dated 14.12.2022, and provisions set out in the Establishments Code and the Financial Regulations.
- (b) This post is permanent and pensionable. You shall be subject to the future policy decisions which may be made by the Government regarding the pension scheme. Notwithstanding that the said post is stated as pensionable, officers who are recruited in the future shall be subject to any future policy decisions that may be made by the Government regarding the pension scheme. In addition, you will also be required to contribute to the Widows' & Orphans' Pensions Scheme/ Widowers' and Orphans' Pensions Scheme. You will be required to pay contributions as prescribed by the Government from time to time.
- (c) This appointment shall be subject to a probationary period of three (03) years. The First Efficiency Bar Examination shall be passed within a period of three (03) years from the date of recruitment to Grade III of the post of Cook in the Primary Level Semi-Skilled Service Category (PL-02).
- (d) The Director General of Sports shall have the power to revoke the appointment of any candidate who fails to assume duties of the post on the prescribed date.
- (e) Functions assigned to the position:

<i>Approved Designation</i>	<i>Grade to which the Post is approved</i>	<i>Number of vacancies</i>	<i>Functions</i>
Cook	III	01	<ol style="list-style-type: none"><li>1. Preparation of nutritious food in a clean and hygienic manner in accordance with the approved recipes for sportsmen and sportswomen accommodated in training pools maintained by the Department with a view to preparing them for national and international level competitions.</li><li>2. Preparation of nutritious food in a clean and hygienic manner in accordance with the stipulated recipes for sportsmen and sportswomen participating in each sports event as well as for officers at the National Sports Festival held annually at various locations in the island and at other similar sports festivals.</li></ol>

### 03. Monthly Salary Scale:

In accordance with the Public Administration Circular No. 10/2025, the monthly salary scale (PL 02 – 2025) applicable to Grade III of the post of Cook in the Primary Level Semi-Skilled Service Category (PL-02) in the Department of Sports Development is Rs. 41,800 - 10 x 490 – 10 x 540 -10 x 590 – 12 x 630 – Rs. 65,560/- (Initial salary step -Rs.41,800.00). In addition, you shall be entitled to any other allowances granted to public officers by the government from time to time.

### 04. Qualifications for Recruitment :

(a) Educational Qualifications:

Shall have passed six (06) subjects, including at least two (02) credit passes, at the G.C.E. (Ordinary Level) Examination in not more than two sittings.

(b) Professional Qualifications:

Shall have obtained competence in the field of food preparation and service at least at Level 02 (NVQ-02) of the National Vocational Qualifications, as prescribed by the Tertiary and Vocational Education Commission.

(c) Experience:

Shall have obtained two (02) years' experiences in the field relevant to the post. Proof of such experience shall be provided through certificates.

(d) Physical Fitness:

All the candidates shall be of sound physical and mental fitness to serve at any part of the island and to perform the duties of the position.

(e) Other Qualifications:

I. Should be a citizen of Sri Lanka,

II. Should be of an excellent character,

III. Should have fulfilled, by all means, all the qualifications required for the recruitment to the post as at 27.03.2026.

(f) Age:

Should not be less than 18 years and more than 45 years as at the closing date for calling applications.

### 05. Method of Recruitment:

Selection will be made through an interview for evaluating eligibility and structured interview.

(a) Vocational Test:

Knowledge relevant to the field will be assessed.

<i>Subjects</i>	<i>Maximum marks</i>	<i>Pass marks</i>
01. Basic knowledge relevant to the field	<b>20</b>	40%
02. Knowledge required for food preparation	<b>20</b>	
03. Knowledge related to the preparation of various types of food	<b>40</b>	
04. Knowledge of equipment used in cooking	<b>20</b>	
<b>Total</b>	<b>100</b>	<b>40%</b>

(b) Structured Interview:

I. In accordance with the following marking scheme, an interview for assessing the eligibility of candidates shall be conducted by a structured interview board, duly appointed by the Director General of Sports Development,

for the purpose of evaluating candidates' knowledge of the subject, additional educational qualifications, vocational qualifications, and practical skills demonstrated at the interview. The maximum marks obtainable shall be 100.

<i>Headings to which marks will be awarded</i>	<i>Maximum marks</i>	<i>Minimum marks considered for selection</i>
01. Additional Educational qualifications and other qualifications	25	Not applicable
02. Additional professional qualifications	35	
03. Additional experience	35	
04. Skills demonstrated at the interview	05	
<b>Total</b>	<b>100</b>	

II. Candidates who obtain the prescribed pass marks at the vocational test, shall be called for the structured interview. Basic qualifications shall be assessed at the structured interview. Recruitment shall be made from among the candidates who appear for the structured interview, based on the highest marks obtained at the said interview.

#### 06. Granting appointments:

I. Number of Vacancies: 01

In the event that more than one candidate ties for the number of available vacancies, the filling of such vacancies shall be determined in accordance with Public Service Commission Circular No. 01/2019 (II). The effective date of appointment shall be determined by the Director General of Sports Development.

II. Recruitment to Grade III of the post of Cook in the Primary Level Semi-Skilled Service Category of the Department of Sports Development shall be selected in the order of merit as per the total marks obtained by candidates at the eligibility evaluation interview. In the event of any vacancy arising due to the failure of a selected candidate to assume duties or report for duty for any reason, the Director General of Sports Development shall make recruitment from among the remaining candidates in the order of merit.

#### 07. Method of Application:

- The application form shall be prepared and filled in the medium in which the candidate intends to join the service.
- The designation appearing in the heading of the application should be indicated in English language as well, on both Sinhala and Tamil application forms
- The application shall be in compliance with the specimen form appended to this notification, shall be prepared on 8½" × 12" size paper (A4), and shall be filled in the clear handwriting of the candidate him- or herself. Applications prepared by computer shall also be acceptable. The application shall be prepared indicating headings numbered 01 to 11 on the first page, and the remaining headings on subsequent pages.
- Duly completed applications shall be sent by registered post to reach "Director General, Department of Sports Development, No. 09, Philip Gunawardena Mawatha, Colombo 07" or submitted by hand on or before **27/03/ 2026**.

The words "Recruitment to Grade III of the post of Cook in the Primary Level Semi-Skilled Service Category of the Department of Sports Development – 2026" shall be clearly indicated on the top left hand corner of the envelope containing the application. Any application received after 27/03/2026 shall not be accepted.

Certified copies verifying educational and professional qualifications shall be appended to the application.

(e) Attestation of the signature:

An applicant who is currently engaged in the public service shall have his or her signature attested by the respective Head of Department or any officer authorized by the Head. Signatures of other applicants shall be attested by a

person duly authorized to do so, i.e., Justice of Peace, Commissioner of oaths, Attorney-at-Law, Notary Public, Principal of Government School, a permanent officer in the Public who drawn an annual salary of Rs. 782,808/- or higher, a Chief Incumbent of a Buddhist Temple or a Nayaka Thera, a clergy member of any other religion or religious institution who holds a significant position.

- (f) Incomplete applications shall be rejected without notice. No complaints will be entertained regarding applications lost or delayed in the post.
- (g) Receipt of applications will not be acknowledged. Applicants who satisfy the qualifications prescribed in the notification and have correctly completed their applications will be called for the vocational test. Further information regarding this matter may be obtained *via* the contact numbers 011 2694566 or 011 2697934 of the Administration Division of the Department of Sports Development, from 8.30 a.m. to 4.00 p.m. on working days. Applicants shall clearly state the position applied for, their full name, NIC number, and address when making inquiries.
- (h) Applicants who are currently served in government departments, boards, or corporations shall submit their applications through their respective Head of Department or Institution.

Note: Calling an applicant for a vocational test or a structured interview shall not be deemed to grant any right or qualification for appointment.

08. Penalty for furnishing false information

If a candidate is found to be disqualified, his or her candidature is liable to be cancelled at any stage prior to, during, or after the vocational test or structured interview. If any particulars knowingly furnished by a candidate are found to be false, or if it is found that he or she has willfully suppressed any important fact, he or she shall be liable to dismissal from public service. All candidates are bound to comply with the rules and regulations imposed by the Director General of the Department of Sports Development in respect of conducting the vocational test and structured interview, and issuance of the results.

09. Identity of the Candidate:

Candidates shall be required to prove his/ her identity at the structured interview. For this purpose, any one of the following documents shall be accepted.

- I. The National Identity Card issued by the Department of Registration of Persons.
- II. A valid passport

10. Other matters:

For any matter not covered by these regulations, action shall be taken as decided by the Director General of Sports Development.

11. In the event of any inconsistency between the Sinhala, Tamil and English text of this notification, the Sinhala text shall prevail.

S. ACHCHUDAN,  
Director General.

Department of Sports Development,  
No. 09, Philip Gunawardena Mawatha,  
Colombo 07,  
Date: 27th February, 2026.