

DEPARTMENT OF PROBATION AND CHILD CARE SERVICES

Open Competitive Examination for Recruitment to the Post of Probation Officer Grade II in the Service Category 2 (Field/Office-Based Officer) - 2026

APPLICATIONS are invited from Sri Lankan citizens who have fulfilled the requisite qualifications mentioned in this notification to fill the **vacancy (01)** of Probation Officer Grade II in the Service Category 2 (Field/Office-Based Officer) of the Department of Probation and Child Care Services under the purview of Ministry of Women and Child Affairs. This examination will be conducted by the Commissioner General of Examinations in the month of July 2026 in Colombo. The Commissioner of the Department of Probation and Child Care Services has the authority to postpone or cancel this examination.

The application form has been published on the Sri Lanka Department of Examinations website www.donets.lk under “Online Application – Recruitment Exam/ E.B. Exam” under “Our Services” and applications can only be submitted online. The online application process will open on 30th of March month 2026 at 09.00 AM and will close on 27 of April month, 2026 at 09.00 PM.

Officers currently serving in the State/Provincial Public Service should submit a copy of the application to their Heads of Institutions for inclusion in their personal files and a copy of the application form certified by the Head of the Institution and a letter of confirmation of service must be submitted when called for the interview.

The applicant must bear any adverse consequences arising from delaying the submission of applications until the closing date.

1.0 Recruitment Eligibility

Should have fulfilled all qualifications for recruitment to the position mentioned in this notification in every aspect as at the closing date of application.

1.1 Other qualifications:

- i. Should be a citizen of Sri Lanka,
- ii. Applicants must have an excellent moral character,
- iii. No person ordained in any religion/religious sect is eligible to appear for this examination,
- iv. Applicant should not suffer from any of the disqualification mentioned in Volume V of the Procedural Rules of the Public Service Commission.

1.2 Physical and Mental 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.

1.3 Age Limit

Applicants should not be less than 18 years of age and not more than 35 years of age as at the closing date of application.

Accordingly, only those whose birthday falls on or before 27.04.2008 and after 27.04.1991 are eligible to apply for this.

(Example:- If the age limit is not less than 18 years and not more than 35 years as on 31.03.2025, only those whose date of birth falls on or before 31.03.2007 and on or after 31.03.1990 can apply.)

1.4 Educational and Professional Qualifications:

A degree from a university recognized by the University Grants Commission, including one or more of the following subjects: Sociology/ Psychology/Criminology.

1.4.1 Professional Qualifications:

A diploma of not less than 06 months duration obtained in a subject related to Social Work/Counseling/Human Rights offered by a university recognized by the University Grants Commission or a diploma course of not less than 06 months duration obtained in a subject related to Social Work/ Counseling/Human Rights recognized by the Tertiary Education Commission.

1.4.2. Experience: Not relevant.

2.0 Method of Recruitment:

- 2.1. A suitable applicant will be recruited, based on the results of a written competitive examination conducted by the Commissioner General of Examinations and an interview conducted by an interview board appointed by the Commissioner of Probation and Child Care Services to verify qualifications and certificates, for the post of Probation Officer, Grade II, in the Service Category 2 (Field/Office-based Officer) of the Department of Probation and Child Care Services.

2.2 Subjects of the written examination:

The examination will be conducted in Sinhala, Tamil and English medium only. No change of medium applied for will be allowed later.

Question paper	Duration	Total Marks	Passing marks
1. Social Development, Social Work and Child Care Services (Related to Sri Lanka)	1 ½ Hours	100	40%
2. Case Studies	1 ½ Hours	100	40%

2.3 Syllabus of the written examination:

Syllabus for the Exam

Question Paper	Syllabus
1. Social Development, Social Work and Child Care Services (Related to Sri Lanka)	Child Rights, Penal Code
2. Case study	Study a given problem from the subject area related to children and propose solutions based on legal and social realities.

3.0. Salary Scale:

This post is entitled to a monthly salary scale of Rs. 58,660-10 x1,190- 11 x1,360- 15x 1,670 - 110,570/- (MN 5 -2025) as per Schedule 1 of the Public Administration Circular No. 10/2025 dated 25.03.2025.

4.0 Conditions of Engagement and Service Conditions:

- I. This post is permanent and pensionable. You are subjected to any policy decision taken in future by the Government in connection to the pension scheme entitled to you. You are required to make contributions to the Widows'/Widowers' and Orphans' Pension Scheme. Further, you are required to make above contributions as directed time to time by the government.
- II. This appointment is subjected to a probation period of three (03) years and you will be required to pass the First Efficiency Bar Examination specified in the Scheme of Recruitment within three (03) years of appointment.
- III. Candidates should acquire the relevant

proficiency in other official language in addition to the language he/she joined the service as per the Public Administration Circular 18/2020 dated 16.10.2020 and the circulars incidental thereto and officers who joined the service in a medium other than an official language should acquire proficiency in the prescribed official language within the probation period.

- IV. This appointment will be subjected to procedural rules of the Public Service Commission, Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the government and other departmental regulations.

- V. The language medium applied for will not be allowed to be changed later, and the language medium for which you are eligible for appointment will be the language medium mentioned by you in the application.

4.1. Regarding the Role that will be assigned:

Statutory duties

- I. Duties assigned under the Probation Ordinance for the rehabilitation of offenders,
- II. Performing duties in accordance with the powers conferred under the Children and Youth Ordinance for children in need of care and protection and children in conflict with the law,
- III. Working under the Child Adoption Ordinance to provide alternative care for children,
- IV. Performing duties under the Orphanages Ordinance to provide care for orphans, abandoned and destitute children,
- V. Performing duties in accordance with the provisions of the Vagrant Ordinance and the Houses of Detention Ordinance regarding street children and stray persons,
- VI. Performing duties as per the Youthful Offenders (Training Schools) Ordinance regarding the rehabilitation and socialization of young offenders.
- VII. Acting under the Domestic Violence Act, Education Act, Tsunami Act and acting in accordance with orders imposed by the court under the Penal Code Ordinance
- VIII. Acting as a guardian of the child and an investigating officer regarding Habeas Corpus applications related to children, regarding the rights and guardianship of children and regarding children's rights.

Non-statutory duties

- i. Working by prioritizing child welfare in accordance with national and international standards,
- ii. Providing the public with the advice and services expected by the Department of Probation and Child Care Services,
- iii. Implementation of awareness programs,
- iv. Implementing and supervising all activities related to the adoption of children,
- v. Activities in providing observations and recommendations relevant to the amendment of laws and regulations,
- vi. Providing assistance in formulating policies and action plans related to children
- vii. Assist in the preparation of the action plan for children.

5.0 Method of Application:

Online examination applications must be completed in English only. The Department will notify the applicant that the soft copy submitted online is accepted/not accepted as a valid application by sending a short message (SMS) to the mobile phone number used to access the system or by sending an e-mail to the e-mail address. Before completing the online application, download the Instructions prepared for applying for the exam. Follow these instructions carefully when filling out the application. Any amendment made to the application after obtaining a printed copy, will not be considered a valid amendment. Incomplete applications will be rejected without notice.

6.0 Examination fees:

The examination fee is Rs. 600/-. The payment of the examination fee should be made only through the fee payment method provided by the online system.

- I. By any Bank Credit Card,
- II. By any Bank Debit Card with the Facility of Internet Transactions,
- III. By Online Banking Method Flex App of Bank of Ceylon,
- IV. By any Branch of the Bank of Ceylon.

Note:-

- (a) Instructions on how to make payments using the above methods are published on the website under Technical Instructions related to the exam.

(b) Receipt of payment will be notified *via* SMS or email. The full amount of the examination fee must be paid and applications that have paid less or more than the examination fee will be rejected. The Sri Lanka Examinations Department is not responsible for any errors that occur when paying examination fees through the above payment methods.

(c) The amount paid for the examination will not be refunded or transferred to another exam for any reason.

7.0. Issuance of examination Admission cards:

The Commissioner General of Examinations will issue examination admission cards online only, to the candidates who have submitted the duly completed application form along with the relevant receipt by paying the prescribed examination fee on or before the last date for receipt of applications, based on the preconceptions that only those with the qualifications stated in the *Gazette* notification have applied. The Sri Lanka Department of Examinations will notify the applicants via a web notification/text message, as soon as the examination admission cards are issued. If an applicant has not received his/her admission card, they should inquire about it from the Institutional Examinations Organization Branch of the Sri Lanka Department of Examinations. When making such inquiries, it would be more effective for the applicant to send a request letter to the email address stating the name of the examination as stated in the notification, the applicant's full name, National Identity Card number and address correctly. It would be useful to have a photocopy of the completed application form and photocopies of the receipt for payment of the examination fee ready to support any information requested by the Department of Examinations. After checking the admission card, if any amendments are required, the Department of Examinations should be contacted in a timely manner and the relevant amendments should be made as per the application. Requests made for amendments at the examination hall/interview board will not be considered.

8.0 Identity of a Candidate

The Candidates should prove his/her identity to the satisfaction of the supervisor of the examination hall on each subject he/she sits for. Either of the following documents will be accepted.

- i. National Identity Card
- ii. Valid Passport
- iii. Valid Sri Lanka Driving License.

Also, examination candidates must enter the examination hall without covering their faces so that their identity can be verified and without covering their ears so that they can confirm that they are not wearing electronic communication devices. No one who does not agree to this should be admitted to the examination hall. Furthermore, from the moment they enter the examination hall until the examination is over and they leave, they should not cover their face or ears.

9.0 The issuance of an examination admission card to candidate should not be considered as an acceptance that he or she has fulfilled the required qualifications to appear for the examination or has fulfilled the required qualifications for the post.

10.0 Attestation of the Applicant's Signature

The applicant's signature must be attested on the Admission card for the examination. An applicant applying for the examination from any government institution must have his/her signature attested by the Head of the institution or an officer authorized by him and other applicants should attest their

signatures by the Grama Niladhari, Principal/Head of a government school/Justice of Peace/Commissioner of Oaths/Attorney-at-Law/Notary Public or the chief incumbent or head monk of a Buddhist temple or a person in charge of a place of another religion or holding a significant position in the clergy .

11.0 Candidates must present their signed Admission card to the examination invigilator/supervisor on the first day of appearing for the examination.

12.0 Examination candidates are subject to the rules imposed by the Commissioner General of Examinations regarding the conduct of the examination and the release of results. If he or she violates those rules, he or she will be subject to a penalty imposed by the Commissioner General of Examinations.

13.0 In the event of any inconsistency between Sinhala, Tamil and English texts of this *Gazette* Notification, the Sinhala text will prevail.

**Commissioner,
Department of Probation and Child Care Services,
09th March, 2026.**

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