

## DEPARTMENT OF FISHERIES

### Draft

#### CALLING APPLICATIONS FOR RECRUITMENT TO THE POST OF LEGAL ASSISTANT IN THE CATEGORY OF ASSOCIATE OFFICERS IN THE DEPARTMENT OF FISHERIES AND AQUATIC RESOURCES-2026

APPLICATIONS are invited from Sri Lankan Citizens who have fulfilled the qualifications to fill vacancies in one (01) post of Legal Assistant in the Associate Officer Category of the Department of Fisheries and Aquatic Resources.

1. Designation : Legal Assistant  
Category : Associate officer  
Number of Vacancies : 01
2. **Educational Qualifications:-**  
Should have obtained a Bachelor's Degree in Law (LLB) from a University recognized by the University Grants Commission.
3. **Salary:-**
  - I. Salary code: MN 4- 2025 (In terms of Public Administration Circular No.10/2025)
  - II. Salary Scale: Rs. 53,060 – 10 x 800 – 11 x 1,190 –10 x 1,320– 5x 1,350-94,100/=
  - III. Government approved cost of living allowance will be paid in addition to the salary.
4. **Age Limit :-**  
Candidates should not be less than 21 years and not more than 35 years as at the closing date of applications.
5. **Physical Requirements:-**  
Every candidate should be physically and mentally fit to serve in any part of Sri Lanka and discharge duties of the post.
6. **Other Qualifications :-**
  - I. Should be a citizen of Sri Lanka.
  - II. Should be of excellent character.
  - III. Should have complied with all the qualifications in every respect for recruitment to the post as at 05.06 2026.
7. **Method of Recruitment :-**  
Candidates will be recruited on the results of the structured interviews to be held in accordance with the marking scheme (Indicated under Para No. 08 in this Gazette Notification) approved by the Public Service Commission.
8. The structured interview will be conducted based on the following marking scheme.

<i>Areas for which marks will be allocated after verification.</i>	<i>Maximum amount marks</i>	<i>Minimum amount of marks considered for selection.</i>
Extra Educational Qualifications*	20	} Not applicable
Extra Professional Qualifications *	15	
Experience*	30	
Language Proficiency	15	
Knowledge about Information Technology*	15	
Skills demonstrated at the interview	05	
Total	100	

\* Qualifications to be proved in writing.

**9. Nature of Appointment :-**

- I. The post is permanent and pensionable. You should be subjected to the policy decisions taken in future by the government about the pension scheme.
- II. Selected candidates will be on probation for a period of three (03) years from the date of appointment.
- III. Appointees are bound to serve in any part of the Island.
- IV. Appointees will be required to duly complete the other requirements prescribed by the government in relation to the appointment.

**10. Method of Application :-**

- I. Specimen Application is published at the end of this application. The application should be prepared in the medium of Language in which the candidate intends to appear before the structured interview, and should be perfected in his/her writing. Each section of the application should be perfected by the candidate as instructed. Any sections that do not apply to him/her should be noted as “Not Applicable.” It should be thoroughly kept in mind that leaving blank columns in the application may result in rejection of it. ( It should be specially noted that the application form should be prepared in an A4 sheet in a manner that titles from No. 1 to No.6 appear on page one, No.07 to No. 8.2 on page two, No.8.2 to No. 11 on page three and No.12 to No.14 on page four of the paper). Applications incomplete and not conforming to the specimen application will be rejected without any notice. It would be sufficient to keep a photocopy of the perfected application in possession.

**II. Procedure and Closing Date of Application :-**

Applications should be sent by registered post on or before 05.06.2026 to reach the Director General of Fisheries and Aquatic Resource, New Secretariat, Maligawatta, Colombo – 10. Application received after the said date shall be rejected. The top left hand corner of the envelope containing the application should clearly bear the wording “Recruitment to the Post of Legal Assistant”

**III. Applications of the candidates who are already employed in Public Service**

The candidates who are already employed in the Public Service should submit their applications through the Head of the institution in which they are working.

**IV. Attestation of Applications**

Signature of the candidates who are already in the Public Service should be certified by the Head of the relevant institution or an officer authorized to do so on his/her behalf. The signature of the other candidates should be attested by an authorized officer i.e., Justice of the Peace/Commissioner for Oaths/Attorney-at-Law/Notary Public/Principal of a Government School / Commissioned Officer in Navy/ Air Force/Army/a Staff Officer in a permanent post in the Public Service/Chief Incumbent of a Buddhist Temple or Presiding Priest in charge of any other religious place of worship of holding a significant position in the clergy.

**11. Furnishing False Information :-**

If any particulars mentioned in the application by the candidates are found to be false or erroneous at any stage prior to or during or after the structured interview, his/her candidature is liable to be cancelled. In case such false or erroneous information is revealed after the recruitment, he/she will be dismissed from the service forthwith.

12. Any matter not provided for in this notification will be dealt with at the discretion of the Director General of the Department of Fisheries and Aquatic Resources.

13. In case of any inconsistency between Sinhala, Tamil and English text in the notification, Sinhala notification shall prevail.

Director General  
Department of Fisheries and Aquatic Resources  
Maligawatta  
Colombo – 10  
On 07th of May, 2026