

PUBLIC SERVICE COMMISSION

Recruitment on Open Basis to the Post of Legal Officer (Grade III of Executive Service Category) of the Department for Registration of Persons - 2026

APPLICATIONS are invited from citizens of Sri Lanka who meet the qualifications mentioned in this notification to fill 01 vacancy in the post of Legal Officer Grade III in the Executive Service Category at the Department for Registration of Persons, under the purview of the Ministry of Digital Economy.

1. Method of Recruitment:

From among the candidates who have fulfilled the qualifications prescribed in the notification, the candidate who obtains the highest marks at the interview for evaluating the eligibility conducted by an interview board appointed by the Public Service Commission shall be recruited to fill the vacancy. This interview will be conducted in accordance with the marking scheme (mentioned under No. 06) approved by the Public Service Commission.

The effective date of the appointment will be determined by the Public Service Commission.

2. Qualifications Required:

- i. Educational / Professional Qualifications
Shall have taken the oath as an Attorney-at-Law of the Supreme Court of Sri Lanka.
- ii. Experience
Candidates must possess at least three (3) years of professional, active practice subsequent to taking the oath as an Attorney-at-Law of the Supreme Court of Sri Lanka. (The documents submitted to prove this experience must state the period of active practice, and include the certifier's official stamp and the date of certification.)

OR

Shall possess at least three (3) years of experience in a legal position in a state institution after taking the oath as an Attorney-at-Law of the Supreme Court. (Must be confirmed by a letter issued by the Secretary/Head of Department/Institution.)

Note: Candidates must attach copies of documents substantiating their basis qualifications, certified as true copies by the candidate. **Applications missing certificates that clearly state the starting and closing dates of their service periods may be rejected without notice.**

*A legal position means a position for which a law degree or taking the oath as an Attorney-at-Law of the Supreme Court is a basic qualification for recruitment

- iii. Physical Qualifications:
Every candidate must be physically and mentally fit to serve in any part of Sri Lanka and to perform the duties of the post.
- iv. Other Qualifications
 - Should be a citizen of Sri Lanka
 - Should be of an excellent moral character.
 - All the required qualifications for recruitment to the post must be fulfilled in every respect by the closing date of calling applications.

3. Terms of Employment and Service Conditions:

- i. This post is permanent and pensionable. You will be subject to any future policy decisions taken by the Government regarding your pension scheme entitlement. You are required to contribute to the Widows'/Widowers' and Orphans' Pension Scheme, and you will pay contributions as prescribed by the Government from time to time.
- ii. This appointment is subject to a probationary period of 03 years. The first Efficiency Bar Examination must be passed within 03 years of recruitment to the post, as outlined in the scheme of recruitment.
- iii. Proficiency in the other prescribed official language / languages should be obtained according to the provisions of Public Administration Circular No. 18/2020 dated 16.10.2020.
- iv. This appointment is subject to the procedural rules of the Public Service Commission, the Establishments Code of the Democratic Socialist Republic of Sri Lanka, the Financial Regulations of the Government and other departmental orders.
 - i. The language medium applied for cannot be changed later; you will be eligible for appointment only in the language medium you specified in your application.

4. **Age Limit:** Candidates should not be less than 21 years of age and not more than 45 years of age by the closing date for applications.
5. **Salary Scale:**
As per Schedule II of Public Administration Circular No. 10/2025 dated 25.03.2025, the monthly salary scale applicable to this post is Rs. 82,150-10×2400-8×2940-17×3900-195970/- (SL-1-2025).
6. **The following marking scheme applies to the interview for evaluating the eligibility.**

Serial No.	Subject	Marks	Maximum Marks																		
01	<p>Additional Educational Qualifications</p> <p>a) A Postgraduate Degree in Law awarded by a foreign or state university recognized by the University Grants Commission, or by a university established by an Act of Parliament of Sri Lanka or recognized under Section 25A of the Universities Act, No. 16 of 1978.</p> <p>b) A Postgraduate Diploma in Law awarded by a foreign or state university recognized by the University Grants Commission, or by a university established by an Act of Parliament of Sri Lanka or recognized under Section 25A of the Universities Act, No. 16 of 1978, or a Post Attorney Diploma in Law obtained from the Institute of Advanced Legal Studies of Sri Lanka Law College.</p> <p>c) • A Bachelor of Laws with First Class Honours; • A Bachelor of Laws with Second Class Upper Division; • A Bachelor of Laws with a Class; • A Bachelor of Laws with an Ordinary Pass;</p> <p>Awarded by a foreign or state university recognized by the University Grants Commission, or by a university established by an Act of Parliament of Sri Lanka, or recognized under Section 25 A of the Universities Act, No. 16 of 1978.</p> <p>d) First Class in the final year of Law College Second Class in the final year of Law College</p> <p>Note I: The above 05 marks will be awarded only if candidate has passed the final examination of the Law College with honours.</p> <p>Note II: Marks will be awarded for the highest qualification only.</p>	<p>25</p> <p>20</p> <p>15 10 07 05</p> <p>10 05</p>	25																		
02	<p>Additional Experience Preparation of documents related to cases and presentations in open court.</p> <table border="1"> <thead> <tr> <th></th> <th><i>Filing of Cases (Per one Case)</i></th> <th><i>Marks for appearing before the court and presenting arguments (Per one case)</i></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>		<i>Filing of Cases (Per one Case)</i>	<i>Marks for appearing before the court and presenting arguments (Per one case)</i>	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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	<p>(d) Having obtained a Distinction pass in English Language in the General Certificate of Education (Advanced Level) Examination or the Edexcel or Cambridge Advanced Level Examination, or having obtained an overall score of 6.5 (with a minimum score of 06 in each subject) or above in IELTS, TOEFL-IBT 79 or above, TOEFL-CBT 213 or above or TOEFL-PBT 550 or above within 02 years immediately prior to the closing date of applications.</p> <p>(e) An Advanced Certificate in English Language obtained from a university recognized by the University Grants Commission, or a Certificate at SLQF Level 2 in English Language obtained from another institution.</p> <p>Note: Marks will be awarded for the highest qualification only.</p>	08	
05	<p>Aptitude at the Interview Marks will be awarded based on answers provided to questions designed to assess the applicant's:</p> <ul style="list-style-type: none"> • Strength (02 marks) • Situational decision making ability (03 marks) and • Competency (10 marks) that may assist in the performance of the role of the post. 		15
	Total		100

7. Identity of Applicants:

Only candidates who have submitted completed applications in all respects will be called for the interview for evaluating the eligibility.

At the interview, the candidate must submit the originals of all certificates along with the copies duly certified by the candidate.

One of the following acceptable identity cards should be submitted to establish your identity at the interview:

- i. Valid National Identity Card issued by the Commissioner General of Registration of Persons.
- ii. Valid passport.

8. Submission of applications:

- i. Applications should be submitted by registered post to reach the Commissioner General, Department for Registration of Persons, Suhurupaya, Sri Subhuthipura Road, Battaramulla on or before 20.07.2026. Applications received after the closing date will be rejected.
- ii. A specimen application form is provided at the end of this notification. Applicants should prepare their applications using A4 size paper, ensuring that paragraphs 01 to 05 appear on the first page, paragraphs 06 to 09 on the second page, and paragraphs 10 to 12 on the third page. The application must be completed in the candidate's own handwriting.
- iii. The words "Recruitment to the Post of Legal Officer Grade III of the Executive Service Category" must be clearly written on the top left-hand corner of the envelope enclosing the application.
- iv. The candidate's signature in the application form should be attested by a Principal of a Government School / a Justice of the Peace / a Commissioner for Oaths / an Attorney at-Law, a Notary Public / a Commissioned Officer

of the Tri-Forces, or an Officer holding a permanent post in the Public or Provincial Public Service receiving a consolidated monthly salary of Rs. 82,150 or above.

- v. Officers currently employed in the Public Service or Provincial Public Service should submit their applications through the Head of Department, in which they are employed.
- vi. Applications not in conformity with the specimen application provided will be rejected without notice. Any complaint regarding loss or delay of applications will not be entertained.

9. Furnishing false information:

If any particulars stated in your application are found to be false or incorrect prior to recruitment, your candidature is liable to be cancelled. If any such false information is discovered after recruitment, you are liable to dismissal from service, subject to the applicable procedures.

- 10. The Public Service Commission reserves the right to fill or not to fill the vacancies.
- 11. In the event of any inconsistency between Sinhala, Tamil and English texts of this *Gazette* notification, the Sinhala text shall prevail.
- 12. In all matters not explicitly addressed in this notification, or in the event of any problematic situation arising during this recruitment process, the decisions of the Public Service Commission shall be final and conclusive.

By order of the Public Service Commission,

Secretary,
Ministry of Digital Economy.

On 09th June 2026.