

N. B.— Part IV(A) of the Gazette No. 2453 of 04.09.2025 was not published.



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## The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 2,454 — 2025 සැප්තැම්බර් මස 12 වැනි සිකුරාදා — 2025.09.12

No. 2,454 — FRIDAY, SEPTEMBER, 12, 2025

(Published by Authority)

### PART I: SECTION (IIA) — ADVERTISING

(Separate paging is given to each language of every Part in order that it may be filed separately)

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#### IMPORTANT NOTICE REGARDING ACCEPTANCE OF NOTICES FOR PUBLICATION IN THE WEEKLY "GAZETTE"

ATTENTION is drawn to the Notification appearing in the 1st week of every month, regarding the latest dates and times of acceptance of Notices for publication in the weekly *Gazettes*, at the end of every weekly *Gazette* of Democratic Socialist Republic of Sri Lanka.

All notices to be published in the weekly *Gazettes* shall close at 12.00 noon of each Friday, two weeks before the date of publication. All Government Departments, Corporations, Boards, etc. are hereby advised that Notifications fixing closing dates and times of applications in respect of Post-Vacancies, Examinations, Tender Notices and dates and times of Auction Sales, etc. should be prepared by giving adequate time both from the date of despatch of notices to Govt. Press and from the date of publication, thereby enabling those interested in the contents of such notices to actively and positively participate please note that inquiries and complaints made in respect of corrections pertaining to notification will not be entertained after **three months** from the date of publication.

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 3rd October, 2025, should reach Government Press on or before 12.00 noon on 19th September, 2025.

#### Electronic Transactions Act, No. 19 of 2006 - Section 9

"Where any Act or Enactment provides that any proclamation, rule, regulation, order, by-law, notification or other matter shall be published in the Gazette, then such requirement shall be deemed to have been satisfied if such rule, regulation, order, by-law, notification or other matter is published in an electronic form of the Gazette."

S. D. PANDIKORALA (Acting),  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
09th June, 2025.

This Gazette can be downloaded from [www.documents.gov.lk](http://www.documents.gov.lk)



### 1. General Qualifications required :

1:1 Every applicant must furnish satisfactory proof that he is a Sri Lankan. A Sri Lankan, is a citizen of Sri Lanka by descent or by registration as defined in the Sri Lanka Citizenship Act.

1:2 A candidate for any post for which the minimum educational qualification prescribed is a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass either in Sinhala language or Tamil language obtained, as the case may be, at the Senior School Certificate Examination or its equivalent if he is either a Sinhalese educated in Sinhala Medium or if he is a Tamil educated in Tamil Medium (This requirement will not apply to those who are in the public service from a date prior to January 01, 1961, and who seek appointments to other posts in the public service).

1:3 Application from the New Entrants, Public Officers, who are not either Sinhala or Tamil educated, whose probationary trial appointments have been terminated for failure to pass the prescribed official language proficiency tests will not be entertained unless they have obtained the qualifications which could entitle them to seek exemptions from the highest proficiency test prescribed for the post.

### 2. Conditions of Service-General :

2:1 All officers in the Public Service will be subject to the Financial Regulations, the Establishments Code, Departmental Orders or Regulations and any other Orders or Regulations that may be issued by the Governments from time to time.

2:2 A Public officer may be required to furnish security in terms of the Public Officers (Security) Ordinance, in such sum and in such manner as the secretary to the Ministry concerned may determine.

2:3 A Public Officer may be called upon to serve in any part of the Island.

### 3. Conditions of Service applicable to Public Officers holding permanent appointments :

3:1 In addition to the conditions referred to in Section 2 above Public Officer holding permanent appointments will be subject to the following further conditions:

3:1:1 All appointments will be on probation for a period of 3 years unless a longer period is considered necessary in respect of any post. Any appointment may be terminated at any time during the period of probation without a reason being assigned.

3:1:2 All public officers are required to conform to the provisions of the Chapter IV of the Constitution of the Democratic Socialist Republic of Sri Lanka and any other laws, regulations or rules that may be made from time to time to give effect to the Language Policy of the Government.

3:1:3 All Public officers who have not entered the Public Service either in Sinhala Medium or in Tamil Medium are required to acquire a working knowledge in one of the official languages.

3:1:4 Confirmation at the expiry of the period of probation of an officer who entered the Public Service in a medium other than Sinhala or Tamil will depend, inter alia, on the passing of the Grade I Proficiency Test in one of the Official Languages within one year; Grade II Proficiency Test within two years, and Grade III Proficiency Test (where applicable) within three years from the date of appointment.

Failure to pass a test within the prescribed period will result in the suspension of increments. Suspension will be converted to a stoppage if the test is not passed within a further period of six months beyond the prescribed period such stoppage operating until the test is passed or until such time as the provisions of Section 3:1:6 below apply.

3:1:5 Such officers should, on receiving appointment, be given facilities on full pay, for a period of 6 months to obtain proficiency in one of the official languages. He will thereafter, be required to sit the relevant proficiency examination and if he does not pass he will be given the opportunity to pass the examination within a period of 2 years immediately after the period of 6 months on full pay, while he performs his normal duties.

3:1:6 If he fails to pass the examination in this prescribed period of 2 1/2 years his services will be terminated.

3:1:7 A Public Officer already confirmed in permanent post in the Public Service will not normally be required to serve the period of probation on being appointed to another permanent post in the Public Service. Such Officers may in the first instance be appointed to act in the new post for a

specified period with a view to testing him in his new post.

3:1:8 Selected candidates (Other than those already holding permanent or temporary appointments in the Public Service) who have already been medically examined will be required to undergo a medical examination by a Government Medical Officer to test their physical fitness to serve in any part of the Island.

### 4. Terms of Engagement :

4:1 Public officers appointed to permanent and pensionable posts should contribute to the 'Widows and Orphans' Pension Scheme from their salary an amount equivalent to the percentage the Government requires to recover from their salary.

4:2 Public officers appointed to permanent or temporary posts on Provident Fund basis will be required to contribute 6% of their consolidated salary to the Public Service Provident Fund. The Government will contribute as its share of contributions an amount equal to 150% of the compulsory contributions credited to the fund at the close of the Financial Year.

4:3 Officers who hold pensionable appointments in the Public Service and who are released for appointments to pensionable posts in the Local Government Service and those officers in the Local Government Service who hold pensionable appointments and who are released for appointments to pensionable posts in the Public Service will be allowed pensionability in their posts in the Local Government Service and Public Service respectively.

4:4 Regular Force personnel in the Army, Navy and Air Force who are released for appointments to posts in the Public Service which are pensionable under the Minutes on Pension will be allowed pensionability in their posts in the Public Service. Notwithstanding anything to the contrary in these Minutes the unforfeited full pay service of any member of the Armed Forces who is released to accept an appointment as a Public Officer in a post which has been declared to be pensionable under these Minutes shall be reckoned for the purpose of any pension or gratuity payable under these Minutes.

### 5. Serving Officers in the Public Service :

5:1 Applications from officers of the Public Service who possess all the necessary qualifications must be forwarded through the Heads of their respective Departments. In the case of applications from Public Officers holding post in the permanent establishment in the Public Service. Heads of Departments in forwarding such applications should state whether the applicants could be released or not to take up the new appointment, if selected.

5:2 Candidates may be required to present themselves for interview at an appointed time and place. No travelling or other expenses will be paid in this connection.

5:3 Anyone desiring to recommend a candidate should do so by giving a testimonial. Any form of canvassing or any attempt to influence the selection of a candidate will disqualify such candidates.

5:4 Any statement in the application which is found to be incorrect will render the applicant liable to disqualification if the inaccuracy is discovered before the selection and to dismissal if discovered after the selection.

5:5 Application not conforming in every respect with the requirements of the advertisement will be rejected.

### 6. Definition of Salary for the purpose of Eligibility :

6:1 Salary for purposes of eligibility means only the consolidated salary and does not include any action salary, allowances etc.

### 7. New National Policy on Recruitment and Promotions :

Recruitment and Promotion in the Public Service, Provincial Public Service, Public Corporate Sector and Companies fully owned by the Government will be done in accordance with the policy laid down in the Public Administration Circulars No. 15/90 of 09.03.1990, 15/90 (I) of 25.03.1990 & 15/90 (ii) of 15.06.1990 with effect from 01.01.1990 subject to amendments that will be done by subsequent Public Administration Circulars.

Rules and Instructions for Candidates

All candidates are bound to act in conformity with the provisions of the Examinations Act, No. 25 of 1968.

All candidates are bound to abide by the rules given below. A candidate who violates any of these rules is liable to one or more of the following punishments at the discretion of the Commissioner of Examinations :—

- (i) Suspension from the whole or part of the examination or one subject or a part thereof ;
- (ii) Disqualification from one subject or from the whole examination ;
- (iii) Debarment from appearing for an examination for a period of one year or two years ;
- (iv) Debarment for life ;
- (v) Suspension of the certificate for a specified period ;
- (vi) Reporting the candidate's conduct to his Superiors or handing over the candidate to the Police or making a complaint to the Police over his action.

The Commissioner reserves himself the right to take action at any time before the Examination or at any stage of it or thereafter, and his decision shall be deemed final. In the case of examinations for recruitment to the Public Service, the decision of Commissioner of Examinations shall be subject to the Supervision of the Public Service Commission.

1. All candidates should conduct themselves in a quiet manner in and around the Examination Hall so as not to disturb or obstruct the Supervisor, his assistants or the other candidates. They should enter and leave the Examination Hall as quietly as possible.

2. Candidates should obey the Supervisor. Therefore, when the Examination is in progress and before the commencement of the Examination as well as immediately after the end of the Examination they should act in accordance with the instructions of the Supervisor and his assistants.

3. Under no circumstances whatsoever will a candidate be allowed into the Examination Hall after the lapse of half an hour after the commencement of a paper. No candidate will be permitted to leave the hall till after half an hour from the time of commencement of the paper. Candidates who come late for Practical and Oral Examinations are liable to be refused admission.

4. Every candidate should sit at the desk bearing his/her index number and not at any other desk. Unless with the permission of the supervisor no candidate should change his/her seat. The occupation of a seat other than the one assigned to him by a candidate is liable to be considered as an act with a dishonest intention.

5. Absolute silence should be maintained in the Examination Hall. A candidate is forbidden to speak to, communicate with or have dealings with any person within or outside the Examination Hall other than a member of the Examination Hall Staff. If there is an urgent need for a candidate to communicate with another, prior permission must be obtained from the supervisor.

6. A candidate's answer script is identified only by the Index Number and his/her name should not be written on the answer script. Another candidate's index number appearing on the answer script of a candidate is considered as an attempt to commit a dishonest act. Answer scripts bearing an index number that is difficult to decipher is liable to be rejected.

7. Candidates should write only on the paper provided and should not write anything on the blotting paper, question paper, desk or any other place. Non conformity with this rule could be taken as an act with dishonest intentions.

8. Any paper or answer book supplied should not be torn up, crushed, folded or erased. Each and every sheet of paper used for rough work should be tied up with the answer script. It should be a part of the answer script. (Such rough work should be neatly crossed out.) Anything written inside the Examination Hall should not be taken out. If a question has been answered twice, the unnecessary answer should be neatly crossed out. Failure to abide by these requirements may be considered as an attempt to cheat.

9. When answering questions in Mathematics the submission of correct answers with incorrect working or with no working at all and in art if the work of art is similar or very close in resemblance to that of another candidate in concept, in form or in execution it is liable to be considered as a dishonest act.

10. The removal of any paper or stationery supplied to candidates out of the Examination Hall is prohibited. All such material remains the property of the Commissioner of Examinations. Breach of this rule shall be liable to be considered an act with dishonest intention.

11. While in the Examination Hall a candidate should not have with him or near him any book, note book, pocket note book, exercise book, sheet of paper or pieces of paper other than the stationery supplied to him. Nor should any handbag, travelling bag or parcel other than the candidate's boxes of colours and boxes of instruments where necessary or any file cover, card board pad, folded newspapers, brown papers should be brought into the Examination Hall. Breach of this rule is a punishable act.

12. A candidate is strictly forbidden to keep with him any book, note book or a sheet of paper with written notes once inside the Examination Hall. Should the Supervisor so requires, each candidate is bound to

declare everything he has with him/her. Breach of this requirement shall be considered as an attempt to commit an act of dishonesty.

13. Candidates are forbidden to copy or attempt to copy from the answer script of another candidate, a book, paper containing notes or any other source. A candidate should not attempt to look at the answer script of any another candidate. A candidate should refrain from helping another Candidate and also from getting help from another candidate or a person. Every completed answer sheet should be kept underneath the sheet on which the answer is being written. Sheets of writing paper should not be strewn all over the desk.

14. A candidate will under no circumstance whatsoever be allowed to leave the Examination Hall even for a brief period during the course of the paper. However in an emergency if a candidate needs to leave the hall, he/she shall be allowed to do under the surveillance of the supervisor or his assistant. He/she shall be subject to search before leaving the hall as well as before re-entering it.

15. Impersonation while answering a paper or before the commencement of the Examination is a punishable offence. Tampering with identity cards, presenting false identity cards or tampering with someone's identity are also such offences. Candidates are warned not to commit such offences.

16. Assistance given to a candidate in a dishonest manner by a person who is not a candidate, is considered a serious offence.

Candidates should adhere to the following instructions for their own safety :—

(i) Be at the Examination Hall well in time. It is sufficient to be at the Examination Hall 10 or 15 minutes before the commencement of each paper. If you have any doubt as to the location of the Examination Hall, make inquiries on a day prior to the date of Examination and be sure of its location.

(ii) In case of any doubt regarding your entry for a paper or eligibility to sit a paper you should bring it to the notice of the Supervisor and get your doubts cleared. Failure to do so may result in your candidature for the subject being cancelled.

(iii) When appearing for the Examination, candidates should produce their identity cards at every paper they sit. If a candidate fails to produce identification documents at the Examination Hall, his candidature is liable to be cancelled. In case a candidate forgets to bring such documents into the Examination Hall, it should be brought to the notice of the Supervisor and arrangements should be made to produce them before the Examination concludes.

(iv) Standard stationery (i.e. writing paper, graph paper, ledger paper, precis paper) will be supplied. If you receive any stationery that is different from the kind generally distributed or distributed to the others it should be promptly brought to the notice of the supervisor. No paper other than those issued at the Examination Hall should be used for answering questions. Excess paper and other material should be left on the desk, in good condition. When log tables are supplied they should be used with care and left on the desk when you leave.

(v) Candidates should bring their own pens, pencils, bottles of ink, erasers, pieces of cloth, rulers, geometrical instruments, coloured pencils, coloured chalk, etc.

(vi) When you start answering you should promptly write down your Index Number and the name of the Examination on each sheet of paper used. Write neatly and legibly on both sides of the paper. Leave a blank line after the answer to each part of a question. After the answer to a full question leave one or several blank lines. Do not crowd in your work.

(vii) The left-hand margin of the answer sheet is set apart for you to enter the number of the question you answer. The right hand margin is reserved for the examiner's use and nothing should be written there. Number your answers correctly as incorrect numbering leads to confusion.

(viii) You should read carefully the instructions given at the head of the question paper, with regard to the compulsory questions and the manner in which the other questions should be selected. Disregard to these instructions is often liable to affect you adversely.

(ix) When Mathematics Questions are answered, give all details of calculations and any roughwork, in their serial order as part of the working of the problem. Necessary sketches, diagrams and figures should be accurate and sufficiently large. In an answer running into several pages if reference must be made to a diagram drawn in an earlier page, that diagram should be drawn repeatedly.

(x) At the end of each paper, arrange your answer sheets in the order you answered the questions. Then using the piece of twine supplied, tie them up at the top left hand corner. Do not tie up at the top right hand corner.

(xi) You should personally handover your answer script to the Supervisor or to an Invigilator. Or else remain in your seat till it is collected. Failure to do so may result in the loss of your script and your being treated as an absentee for the paper. On no account should your script be handed over to a peon or an attendant.

(xii) If it becomes necessary for you to speak to the Supervisor or an Invigilator, or if you need stationery, remain in your seat and raise your hand.

Commissioner General of Examinations.

Department of Examinations,  
Pelawatta, Battaramulla.

## Post - Vacant

### REGISTRAR GENERAL'S DEPARTMENT

#### Post of Registrar of Births, Deaths and Marriages/ Additional Marriages - (Kandyan/ General) Sinhala Medium

#### KURUNEGALA DISTRICT

APPLICATIONS are called for the Post of Registrar of Births, Deaths and Marriages/ Additional Marriages for the Divisions set out in the Schedule hereof :

01. Applicant should be a permanent resident of relevant Births, Deaths and Marriages/ Additional Marriages Division and entitled to reasonable properties and should be a person with outstanding personality who has acquired sufficient interest and influence amongst the residents of the area.
02. Both Male and Female candidates can apply for this post.
03. Applicant should be not less than 30 years and not more than 55 years of age as at the closing date of the applications. (Maximum age of retirement is 70 years).
04. Applicants for the Post of Registrar of Marriages should be married and should not be a widow/widower or divorced.
05. Applicant should have passed minimum of 06 subjects including Sinhala language with 02 Credit passes in not more than Two (02) sittings in GCE (O/L) examination together with the ability to perform duties in secondary language as per the language requirement of the populate within the Division or else should have passed in any other similar examination.  
  
*N.B.* In case a subject contains 02 parts at GCE (O/L) or any other similar examination, it shall be considered as one subject and pass is applicable only if the applicant passes both parts of the said subject.
06. Applicant should have the ability to establish the office in a centrally located building that ensures respect of the post and easy access by all or majority of residents.
07. Additional details such as Village name list/ Grama Niladhari Divisions of the relevant Division of Births, Deaths and Marriages/ Additional Marriages, relevant educational and other qualifications required for this post, could be obtained from notices exhibited in public places within the Division such as District Secretariat, Divisional Secretariat or relevant land and District Registries, Grama Niladhari Offices, Samurdhi Development Society Offices and Post Offices depicted in the schedule hereunder.
08. Relevant application and the said "Annex-01" inclusive of Village name list/ Grama Niladhari Divisions could be collected from District Secretariat (GA Office), relevant land and District Registry or Divisional Secretariat. Applications could also be downloaded from the official website ([www.rgd.gov.lk](http://www.rgd.gov.lk)) of the Registrar General's Department.
09. Duly filled applications should be forwarded on or before 13<sup>th</sup> October 2025, by registered post to the address given in the schedule.

W. R. A. N. S. WIJAYASINGHE,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla.  
On this 21st day of August, 2025.

**Schedule**

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post &amp; Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Kurunegala	Kuliyapitiya East	Post of Births and Deaths Registrar of Meddeketiya Korallaya Division and Post of Marriages (Kandyan/ General) Registrar of Katugampala Hathpattuwa Division	District Secretary/ Additional Registrar General, District Secretariat, Kurunegala
Kurunegala	Polgahawela	Post of Births and Deaths Registrar of Udupola Othara West Division and Post of Marriages (Kandyan/ General) Registrar of Dambadeni Hathpattuwa Division	District Secretary/ Additional Registrar General, District Secretariat, Kurunegala
Kurunegala	Kuliyapitiya West	Post of Births and Deaths Registrar of Mayurawathie Korallaya Division and Post of Marriages (Kandyan/ General) Registrar of Katugampala Hathpattuwa Division	District Secretary/ Additional Registrar General, District Secretariat, Kurunegala

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**REGISTRAR GENERAL'S DEPARTMENT**

**Post of Registrar of Births, Deaths and Marriages/ Additional Marriages (General)  
Sinhala Medium**

**COLOMBO DISTRICT**

APPLICATIONS are called for the Post of Registrar of Births, Deaths and Marriages/ Additional Marriages for the Divisions set out in the Schedule hereof :

01. Applicant should be a permanent resident of relevant Births, Deaths and Marriages/ Additional Marriages Division and entitled to reasonable properties and should be a person with outstanding personality who has acquired sufficient interest and influence amongst the residents of the area.
02. Both Male and Female candidates can apply for this post.
03. Applicant should be not less than 30 years and not more than 55 years of age as at the closing date of the applications. (Maximum age of retirement is 70 years).
04. Applicants for the Post of Registrar of Marriages should be married and should not be a widow/widower or divorced.
05. Applicant should have passed minimum of 06 subjects including Sinhala language with 02 Credit passes in not more than Two (02) sittings in GCE (O/L) Examination together with the ability to perform duties in secondary language as per the language requirement of the populate within the Division or else should have passed in any other similar examination.

**N.B.** - In case a subject contains 02 parts at GCE (O/L) or any other similar examination, it shall be considered as one subject and pass is applicable only if the applicant passes both parts of the said subject.



06. Applicant should have the ability to establish the office in a centrally located building that ensures respect of the post and easy access by all or majority of residents.
07. Additional details such as Village name list/ Grama Niladhari Divisions of the relevant Division of Births, Deaths and Marriages/ Additional Marriages, relevant educational and other qualifications required for this post, could be obtained from notices exhibited in public places within the Division such as District Secretariat, Divisional Secretariat or relevant land and District Registries, Grama Niladhari Offices, Samurdhi Development Society Offices and Post Offices depicted in the schedule hereunder.
08. Relevant application and the said “Annex-01” inclusive of Village name list/ Grama Niladhari Divisions could be collected from District Secretariat (GA Office), relevant land and District Registry or Divisional Secretariat. Applications could also be downloaded from the official website ([www.rgd.gov.lk](http://www.rgd.gov.lk)) of the Registrar General’s Department.
09. Duly filled applications should be forwarded on or before 13<sup>th</sup> October 2025, by registered post to the address given in the schedule.

W. R. A. N. S. WIJAYASINGHE,  
Registrar General.

Registrar General’s Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla.  
On this 18th day of August, 2025.

#### Schedule

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post &amp; Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>	<i>Gazette Date</i>
Colombo	Sri Jayawardenapura Kotte	Post of Additional (General) Marriages Registrar of Sri Jayawardhenapura Kotte Area	District Secretary/ Additional Registrar General, District Secretariat, Colombo.	12.09.2025

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#### AUDIT SERVICE COMMISSION

##### **Recruitment to the Post of Senior Assistant Auditor General (Chartered Civil Engineer) Grade 1 in Executive Service Category of Sri Lanka State Audit Service on direct stream-2025**

THE applications will be called for recruitment to the post of Senior Assistant Auditor General (Chartered Civil Engineer) Grade 1 in Executive Service Category of Sri Lanka State Audit Service of the National Audit Office on the direct stream.

**1. Method of Recruitment:** - The recruitment will be made in accordance with the order of marks obtained on the result of the structured interview conducted by a structured interview panel appointed by the Audit Service Commission from the candidates who had fulfilled the qualifications specified in this notification. The structured interview will be conducted as per the awarding marks subject to the under-mentioned criteria (indicated under No.5) as mentioned in Appendix 03 of the Service Minute of Sri Lanka State Audit Service.

Key fields on awarding marks	Maximum Marks
Additional Educational Qualifications	25
Additional Professional Qualifications	20
Experience gained in the field related to the post	40
Information Technology/Qualifications on Computer knowledge	05
Skills shown in the interview	10
Total	100

**Note:-** The marks will not be awarded for the basic qualifications for the recruitment.

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

**2. Required Qualifications:** -Every candidate should fulfill the following qualifications at the closing date of the applications.

**I. Educational Qualifications :-** Not relevant

**II. Professional Qualifications :-**

Being a Chartered Civil Engineer

(Only one post will be allocated for Chartered Civil Engineers in the recruitment for this post on direct stream.)

**III. Experience:-**

Having obtained a 12 years' service experience in the executive level in relevant field after obtaining the relevant professional qualifications

(The study leave with full pay, half pay and no pay will not be considered in the calculation of period of service in this regard.)

**IV. Physical Fitness:-**

The candidate must be of sound physical and mental health to serve in any part of Sri Lanka and perform the duties of the post.

**V. Other Qualifications :-**

(i). Should be a citizen of Sri Lanka.

(ii). Should be of excellent and moral character.

(iii). Should not be a clergy of any religion.

(iv). Should fulfill the all qualifications at the closing date of applications indicated in the notification for calling applications.

**VI. Age:-**

The candidate should be less than 35 years on 12th October, 2025 and should not be more than 45 years on that date. Accordingly, the candidates whose birthdays fall from 12.10.1980 to 12.10.1990 including that date also can submit the applications.

(The maximum age limit is not relevant to the officers in public service.)

**3. Terms and Conditions of Employment:-**

(i). This post is permanent and pensionable. You will be subject to any policy decision taken by the Government on your pension entitlement. You shall make contributions to Widows' and Orphans' Pension Scheme/ Widowers' and Orphans' Pension Scheme. You should pay the contributions for that in the manner determined by the Government from time to time.

(ii). This appointment is subject to a probation period of 03 years. If an officer who holds a permanent post in the public service is appointed to this post, it should be subject to a probation period of one year. However, the prior period

of service and experience of said officer are not a qualification belonging to new post, it should be subject to a probation period of 03 years. The Efficiency Bar Examination should be passed in the manner mentioned in the Service Minute of Sri Lanka State Audit Service within 03 years of date of appointment.

- (iii). In accordance with the provisions of Public Administration Circular 18/2020 dated 16.10.2020 and the provisions of incidental circulars, the relevant competency should be obtained on other official language in addition to the language joined to the public service prior to expiry of 03 years from appointment to this post and the officers who had joined to the service in a medium not an official language should obtain due official language competency within the probation period.
- (iv). This appointment is subject to the Procedural Rules of Public Service Commission, Establishments Code of Democratic Socialist Republic of Sri Lanka, Government Financial Regulations and other departmental regulations.
- (v). It will not be allowed to change the language medium requested later and the language medium on which you had been qualified for appointment is the language medium indicated in the application by you.
4. **Salary Scale** :- In accordance with the Schedule II of Public Administration Circular No.10/2025 dated 25.03.2025, the monthly salary scale relating to this post is Rs. 86,950- 10 x 2,400 - 8 x 2,940 - 17 x 3,900 – Rs.200,770/- (Step 20). Accordingly, the salary code related to this post is AS 03 - 2025 and the initial salary step is Rs.138, 370/- . (The salary will be paid to you until 01.01.2027 as per Schedule III of said circular.) In addition, the other allowances approved by government pertaining to this post will be paid also.

**5. The under-mentioned procedure for awarding marks will be based for the structured interview.**

Se.No.	Subject	Marks	Maximum Marks
01.	<b>Additional Educational Qualifications</b> (a) General Degree (b) Special Degree (c) General Degree with Second Class (d) Special Degree with Second Class (e) General Degree with First class (f) Special Degree with First Class (g) Postgraduate Diploma (h) MA/MSC or other equivalent Degree (i) Higher Degree than Degree indicated in above (g)	10 11 11 13 13 15 18 20 25	25
02.	<b>Additional Professional Qualifications</b> (The marks will be awarded only for the one highest qualification obtained in addition to the basic professional qualification.) (a) Higher Diploma on Accountancy or Commerce of Sri Lanka Technical College/Sri Lanka Institute of Advanced Technological Education (b) Passed Licentiate II/Intermediate Examination/Accounting and business certificate II/Business Stage of Institute of Chartered Accountants of Sri Lanka / Stage II of Chartered Institute of Management Accountants (c) Passed Final I examination of Institute of Chartered Accountants/Stage III examination of Chartered Institute of Management Accountants (d) Associate Membership of Institute of Chartered Accountants or Chartered Institute of Management Accountants (e) Fellow Membership of Institute of Chartered Accountants or Chartered Institute of Management Accountants	07 09 12 15 20	20
	<b>Information Technology/Qualifications on Computer Knowledge</b> Passed a Computer Certificate Course of six months or more than that awarded by a university or awarded by an institute approved by Tertiary and Professional Education Commission and obtained a certificate	05	05



In addition to the above note, maximum 40 marks by 05 marks per year for the experience obtained in the field relevant to the post and maximum 10 marks for the skill shown in the interview are allocated. The recruitments will be made in accordance with order of marks obtained at this structured interview.

**6. Identity of the Applicant:**

Only applicants who have submitted applications complete in all respects will be called for the interview to test the aptitude.

The following documents of identification will be accepted for the interview to prove their identity.

- (i). Valid National Identity Card issued by the Commissioner General for Registration of Persons.
- (ii). Valid Passport.

**7. Method of submitting applications:**

- (i). The applications should be sent by registered post to the address “ Secretary , Audit Service Commission, No. 35/A Dr. N.M. Perera Mawatha, Colombo 08”. so as to be received on or before **12<sup>th</sup> October 2025**. The applications received after the said date will be rejected.
- (ii). A specimen of the application has been given at the end of this notice. The applicants should prepare their applications in A4 size paper including topics from 01 to 04 on first page and from 05 to 08 on second page and from 09 to 10 on third page and should be filled by their own handwritings.
- (iii). The caption “Recruitment to the post of Senior Assistant Auditor General (Chartered Civil Engineer)” should be clearly mentioned on the top left hand corner of the envelope containing the application.
- (iv). The applicant’s signature in the application should have been certified by either a Principal of a government school/a Justice of Peace/ a Commissioner for Oaths/ a Lawyer/ a Notary Public/a Commissioned Officer of the Three Forces/ an Officer holding a permanent post in the Public Service or the Provincial Public Service receiving a monthly consolidated salary of Rs. 71,240/- or more
- (v). The complaints regarding loss or delay of an application in post are not considered. The applicants themselves should bear the consequences that may occur by keeping the applications till the closing date of applications.
- (vi). Sri Lankan applicants staying abroad can submit their applications to the office of the Sri Lankan Representative appointed in their country of residence or the nearest country within the prescribed period at their discretion so as to send their applications to the Secretary, Audit Service Commission .
- (vii). Air tickets for Medical Examinations – In case of a Sri Lankan applicant selected from abroad to be appointed to the service under the Democratic Socialist Republic of Sri Lanka, he shall be required to appear for an examination before a recognized medical practitioner to ascertain whether he is physically fit for the service. The cost of the said test and his travel expenses for his return to Sri Lanka should be borne by the applicant himself.
- (viii). The officers employed in the Public Service/Provincial Public Service/Corporation Service should submit their applications to Secretary Audit Service Commission through the Head of their institutions on or before the due date and should not be sent personally to the name of any officer of this office.
- (ix). The applications not in compatibility with the attached specimen will be rejected. No complaint on loss or delay of applications will be entertained.
- (x). A certified photocopy of each of the following documents should be attached with the application and any other document should not be attached.
  - a) Certified copy of the National Identity Card;

b) Certified copy of Birth Certificate;

(**Note:** Baptism Certificates or Birth Certificates issued for the purposes of the Code of Regulations for Assisted Schools will not be accepted.);

c) Certified copies of the certificates of General Degree and Educational Qualifications higher to that (Stated under No. 5 of this notice);

d) Certified copies verifying the main professional qualifications (as per 2. II of this notice) and additional professional qualifications (stated under No. 5 of this notice);

e) Certificates of professional experience in the field related to the post;

f) Qualifications in Information Technology and Computer Literacy (stated under No. 5 of this notice);

g) Two recently obtained certificates of character;

(Not applicable for the applicants already in the Public Service / Provincial Public Service / Corporation Service.).

**Note** - The original copies of the relevant documents should be presented at the time of the interview in order to verify the certified copies attached to the application.

#### 8. Providing False Information :

If any of the information provided in your application form is found to be false or incorrect before the recruitment, your candidature will be cancelled. If such false or incorrect information is discovered after the recruitment, the actions will be taken to dismiss you from the service subject to the applicable procedures.

9. The Audit Service Commission reserves the right to fill or not to fill the vacancies.

10. In the event of any inconsistency or discrepancy among the texts of this *gazette* notification published in Sinhala, Tamil and English languages, the Sinhala text shall prevail.

By Order of the Audit Service Commission,

D.K. WIJESINGHE,  
Secretary,  
Audit Service Commission.

No. 35/A Dr. N.M. Perera Mawatha,  
Colombo 08.

At Audit Service Commission,  
On 4th Of September, 2025.

- [illegible]

05. (i) Professional qualifications you have obtained to apply for this post in accordance with the application calling notice:

<i>Examination</i>	<i>Year</i>	<i>subjects</i>

- (ii) Educational qualifications you have obtained to apply for this post in accordance with the applications calling notice:

<i>Qualification</i>	<i>Year</i>	<i>Institute</i>

- (iii) Field experience you have obtained to apply for this post:

<i>Post</i>	<i>Institute</i>	<i>Duration</i>

- (iv) Language Proficiency :

Sinhala:

Tamil:

English:

06. Details on the current post holding:

- (i) Post : .....
- (ii) Department/Institute : .....
- (iii) Date of Appointment : .....
- (iv) Whether permanent, pensionable, temporary, otherwise on contract basis : .....  
.....
- (v) Annual salary scale : .....
- (vi) Present annual salary drawn : .....

07. Names and addresses of two referees nominated by the candidate to certify his/her character and capacity

- (i) .....  
.....
- (ii) .....  
.....

08. Certificate by candidate:

I declare that to the best of my knowledge and belief the information given here is true. I also agree to be bound by the rules governing Examinations and any decision that may be taken to cancel my candidature prior or during or after the examination, if it is found that, I am ineligible according to the regulations of this Examination and if it is found after the appointment, I will be dismissed in the service without any compensation.

Date:.....

.....,  
Signature of Candidate.

09. Attestation of the signature of candidate:

I hereby certify that Mr./Mrs./Miss.....who forward this application is known to me personally and placed his/her signature in my presence on . . . . . 2025.

.....,  
Signature and seal of the Attester.

Date: .....

Location: .....

(Attested by official seal)

10. Certificate of the Head of the Institution, if the candidate serves in public service/provincial public service:

I hereby certify that the candidate Mr./Mrs./Miss .....is serving in this office from.....and his/her work, attendance and conduct is satisfactory and he/she had been confirmed/not confirmed in the service, I personally checked all the information furnished in above 05 with the records available in this office and found correct and he/she signed in my presence on ..... 2025.

Date: .....

.....  
Signature of Head of Institution of Public Service/  
Provincial Public Service or  
Authorized Officer.

09-112

**AUDIT SERVICE COMMISSION**

**Recruitment for the post of Superintendent of Audit in Grade II of Class II of Sri Lanka State Audit Service on direct stream -2024**

THE applications are called from the under-mentioned qualified persons in terms of the provisions of section 7.2.4 of the Service Minute of Sri Lanka State Audit Service published in the Extraordinary Gazette notification No.2366/31 dated 12.01.2024 for the recruitment for the post of Superintendent of Audit in Grade II of Class II of Sri Lanka State Audit Service of National Audit Service on direct stream.

1. **Method of Recruitment** :- The recruitment will be made by Audit Service Commission in accordance with the recommendations of the structured interview panel appointed by Audit Service Commission and the order of marks obtained on the result of the structured interview after calling applications from the candidates who had fulfilled the professional qualifications indicated in the sub section 7.2.4.1.1 of the Service Minute of Sri Lanka State Audit Service for 11 vacancies existed in Superintendent of Audit in Grade II of Class II of Sri Lanka State Audit Service.

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

2. **Required Qualifications** : - Every candidate should fulfill the following qualifications at the closing date of the application.

**I. Professional Qualifications :-**

Associate membership of the Institute of Chartered Accountants of Sri Lanka or Chartered Institute of Management Accountancy of United Kingdom;

Or

Attorney-at-Law ;



II. **Educational Qualifications** :- Not relevant

III. **Experience** :- Not relevant

IV. **Physical Fitness** :-

The candidate must be of sound physical and mental health to serve in any part of Sri Lanka and perform the duties of the post.

V. **Other Qualifications**:-

- (i). Should be a citizen of Sri Lanka.
- (ii). Should be of excellent moral character.
- (iii). Should not be a clergy of any religion
- (iv). Should fulfill the all qualifications at the closing date of applications in the notification for calling applications.

VI. **Age**:-

The candidate should not be less than 22 years on 12<sup>th</sup> October 2025 and should not be more than 35 years on that date. Accordingly, the candidate whose birthdates fall from 1990.10.12 to 2003.10.12 including that date also can submit the applications.

(The maximum age limit is not relevant to the officers in public service.)

**Note:** - The Audit Service Commission has the power for recruitment of Attorney-at Laws as necessary taking into consideration the exigency of service in the recruitment for the posts in Grade II of Class II of Sri Lanka State Audit Service on direct basis. The persons who will be directly recruited in that manner should fulfill the other basic qualifications indicated in above 2.V.

### 3. **Terms and Conditions of Employment**:-

- (i). This post is permanent and pensionable. You will be subject to any policy decision taken by the Government on your pension entitlement. You shall make contributions to Widows' and Orphans' Pension Scheme/ Widowers' and Orphans' Pension Scheme. You should pay the contributions for that in the manner determined by the Government from time to time.
- (ii). This appointment is subject to a probation period of 03 years. The Efficiency Bar Examination should be passed in the manner mentioned in the Service Minute of Sri Lanka State Audit Service within 03 years of date of appointment.
- (iii). In accordance with the provisions of Public Administration Circular No. 18/2020 dated 16.10.2020 and the provisions of incidental circulars, the relevant competency should be obtained on other official language in addition to the language joined to the public service prior to expiry of 03 years from appointment to this post and the officers who had joined to the service in a medium not an official language should obtain due official language competency within the probation period.
- (iv). This appointment is subject to the Procedural Rules of Public Service Commission, the Procedural Rules to be enforced/can be enforced by Audit Service Commission in due course, Establishments Code of Democratic Socialist Republic of Sri Lanka, Government Financial Regulations and other departmental regulations.
- (v). It will not be allowed to change the language medium requested later and the language medium on which you had been qualified for appointment is the language medium indicated in the application by you.

4. **Salary Scale** :- In accordance with Schedule II of Public Administration Circular No.10/2025 dated 25.03.2025, the monthly salary scale relating to this post is Rs.86, 950 - 10 x 2,400 - 8 x 2,940 - 17 x 3,900 - Rs.200, 770/- (Step 01). The salary code related to this post is AS 03-2025 and the initial salary step is Rs.86, 950/-. (The salary will be paid to you until 01.01.2027 as per Schedule III of said circular.) In addition, the other allowances approved by government pertaining to this post will be paid also.

<i>Se. No.</i>	<i>Subject</i>	<i>Marks</i>	<i>Maximum marks</i>
01.	<b>Additional Educational Qualifications</b> <p>(a) General Degree 10</p> <p>(b) Special Degree 11</p> <p>(c) General Degree with Second Class 11</p> <p>(d) Special Degree with Second Class 13</p> <p>(e) General Degree with First Class 13</p> <p>(f) Special Degree with First Class 15</p> <p>(g) Postgraduate Diploma 18</p> <p>(relevant fields such as Public Management, Finance Management, Public Finance, Accounting, Development Finance, Commerce, Economics, Business Administration, State Management, Information Technology, Public Policies, Project Management)</p> <p>(h) MA/MSc or equivalent other Degree 20</p> <p>(relevant fields such as Public Management, Finance Management, Public Finance, Accounting, Development Finance, Commerce, Economics, Business Administration, State Management, Information Technology, Public Policies, Project Management)</p> <p>(i) Higher degree than the degree indicated in above (h) 25</p> <p>(relevant fields such as Public Management, Finance Management, Public Finance, Accounting, Development Finance, Commerce, Economics, Business Administration, State Management, Information Technology, Public Policies, Project Management)</p>		25
02.	<b>Additional Professional Qualifications</b> <p>(The marks will be awarded only for the one highest qualification obtained in addition to the basic professional qualification.)</p> <p>(a) Higher Diploma on Accountancy or Commerce of Sri Lanka Technical College/Sri Lanka Institute of Advanced Technological Education 07</p> <p>(b) Passed Licentiate II/ Intermediate Examination /Accounting and business certificate II/ Business Stage of Institute of Chartered Accountants of Sri Lanka / Stage II of Chartered Institute of Management Accountants 09</p> <p>(c) Passed Final I examination of Institute of Chartered Accountants/Stage III examination of Chartered Institute of Management Accountants 12</p> <p>(d) Associate Membership of Institute of Chartered Accountants or Chartered Institute of Management Accountants 15</p> <p>(e) Fellow Membership of Institute of Chartered Accountants or Chartered Institute of Management Accountants 20</p>		20
03.	<b>Experience obtained in the field related to the post</b>		40

<i>Se. No.</i>	<i>Subject</i>	<i>Marks</i>	<i>Maximum marks</i>
04.	<b>Information Technology/Qualifications on Computer Literacy</b>  Passed a Computer Certificate Course of six months or more than that awarded by a university or awarded by an institute approved by Tertiary and Professional Education Commission and obtained a certificate	05	05
05.	<b>Skill shown at the interview</b>		10
	<b>Total</b>		<b>100</b>

#### 6. Identity of the Applicant:

Only applicants who have submitted applications complete in all respects will be called for the interview to test the aptitude.

The following documents of identification will be accepted for the interview to prove their identity.

- (i). Valid National Identity Card issued by the Commissioner General for Registration of Persons.
- (ii). Valid Passport.

#### 7. Method of Submitting Applications:-

- (i). The applications should be sent by registered post to the address “Secretary, Audit Service Commission, No.35/A, Dr. N. M. Perera Mawatha, Colombo 08.” so as to be received on or before **12th October 2025**. The applications received after the said date will be rejected.
- (ii). A specimen of the application has been given at the end of this notice. The applicants should prepare their applications in A4 size paper including topics from 01 to 04 on first page and from 05 to 08 on second page and from 09 to 10 on third page and should be filled by their own handwritings.
- (iii). The caption “Recruitment for the post of Superintendent of Audit in Grade II of Class II of Sri Lanka State Audit Service on direct stream” should be clearly mentioned on the top left hand corner of the envelope containing the application.
- (iv). The applicant’s signature in the application should have been certified by either a Principal of a government school / a Justice of Peace / a Commissioner for Oaths / a Lawyer / a Notary Public / a Commissioned Officer of the Three Forces / an Officer holding a permanent post in the Public Service or the Provincial Public Service receiving a monthly consolidated salary of Rs. 71,240/- or more.
- (v). The complaints regarding loss or delay of an application in post are not considered. The applicants themselves should bear the consequences that may occur by keeping the applications till the closing date of applications.
- (vi). Sri Lankan applicants staying abroad can submit their applications to the office of the Sri Lankan Representative appointed in their country of residence or the nearest country within the prescribed period at their discretion so as to send their applications to the Secretary, Audit Service Commission.
- (vii). Air tickets for Medical Examinations – In case of a Sri Lankan applicant selected from abroad to be appointed to the service under the Democratic Socialist Republic of Sri Lanka, he shall be required to appear for an examination before a recognized medical practitioner to ascertain whether he is physically fit for the service. The cost of the said test and his travel expenses for his return to Sri Lanka should be borne by the applicant himself.
- (viii). The officers employed in the Public Service / Provincial Public Service / Corporation Service should submit their applications to Secretary Audit Service Commission through the head of their institutions on or before the due date and should not be sent personally to the name of any officer of this office.

- (ix). The applications not in compatibility with the attached specimen will be rejected. No complaint on loss or delay of applications will be entertained.
- (x). A certified photocopy of each of the following documents should be attached with the application and any other document should not be attached.
- a) Certified copy of the National Identity Card,
  - b) Certified copy of Birth Certificate,  
(**Note:** Baptism Certificates or Birth Certificates issued for the purposes of the Code of Regulations for Assisted Schools will not be accepted.),
  - c) Certified copies of the certificates of General Degree and Educational Qualifications higher to that (Stated under No. 5 of this notice),
  - d) Certified copies verifying the main professional qualifications (as per 2. I of this notice) and additional professional qualifications (stated under No. 5 of this notice),
  - e) Certificates of professional experience in the field related to the post,
  - f) Qualifications in Information Technology and Computer Literacy (stated under No. 5 of this notice),
  - g) Two recently obtained certificates of character,

(Not applicable for the applicants already in the Public Service / Provincial Public Service / Corporation Service.).

**Note** - The original copies of the relevant documents should be presented at the time of the interview in order to verify the certified copies attached to the application.

#### 8. Providing False Information :

If any of the information provided in your application form is found to be false or incorrect before the recruitment, your candidature will be cancelled. If such false or incorrect information is discovered after the recruitment, the actions will be taken to dismiss you from the service subject to the applicable procedures.

9. The Audit Service Commission reserves the right to fill or not to fill the vacancies.
10. The general conditions in relation to the appointments in the public service as indicated in the beginning of the paragraph II (a) of Part I of this *Gazette* notification is related to the recruitment for this post also.
11. In the event of any inconsistency or discrepancy among the texts of this *gazette* notification published in Sinhala, Tamil and English languages, the Sinhala text shall prevail.

By Order of the Audit Service Commission,

D.K. WIJESINGHE,  
Secretary,  
Audit Service Commission.

No. 35/A, Dr. N.M. Perera Mawatha,  
Colombo 08.

At Audit Service Commission  
On 4<sup>th</sup> of September 2025.

### Specimen Application

#### National Audit Office

#### Recruitment for the post of Superintendent of Audit in Grade II of Class II Sri Lanka State Audit Service on direct stream-2024

(For office use only)

(Indicate Language medium and relevant number in the cage)

Sinhala-2 / Tamil- 3/ English-4

Note: (Language medium will not be allowed to change subsequently.)

01. (i) Full Name (Mr./Mrs./Miss) : .....  
(in Sinhala/ in Tamil)
- (ii) Full Name: .....  
(in English block capitals)
- (iii) Name with initials indicating the initial after last name: .....  
(in English block capitals):  
Example : GUNAWARDHANA, M.G.B.S.K.
02. (i) Permanent Address : .....  
(in English block capitals)
- (ii) Telephone Number: Fixed   
Mobile
03. (i) Sex (Female/Male) : .....
- (ii) Civil Status: .....
04. (i) Date of Birth :  
Year: ..... Month: ..... Date: .....
- (ii) Age as at 12th October 2025:  
Year: ..... Month: ..... Date: .....
- (iii) NIC No. :
05. (i) Professional qualifications you have obtained to apply for this post in accordance with the application calling notice:

Examination	Year	subjects



- (ii) Educational qualifications you have obtained to apply for this post in accordance with the applications calling notice:

<i>Qualification</i>	<i>Year</i>	<i>Institute</i>

- (iii) Field experience you have obtained to apply for this post:

<i>Post</i>	<i>Institute</i>	<i>Duration</i>

- (iv) Language Proficiency :

Sinhala:

Tamil:

English:

06. Details on the current post holding:

- (i) Post : .....
- (ii) Department/Institute : .....
- (iii) Date of Appointment : .....
- (iv) Whether permanent, pensionable, temporary, otherwise on contract basis : .....
- (v) Annual salary scale : .....
- (vi) Present annual salary drawn : .....

07. Names and addresses of two referees nominated by the candidate to certify his/her character and capacity :

- (i) .....
- (ii) .....

08. Certificate by candidate:

I declare that to the best of my knowledge and belief the information given here is true. I also agree to be bound by the rules governing Examinations and any decision that may be taken to cancel my candidature prior or during or after the examination, if it is found that, I am ineligible according to the regulations of this Examination and if it is found after the appointment, I will be dismissed in the service without any compensation.

Date:.....

.....,  
Signature of Candidate.

09. Attestation of the signature of candidate:

I hereby certify that Mr./Mrs./Miss.....who forward this application is known to me personally and placed his/her signature in my presence on ..... 2025.

.....  
Signature and seal of the Attester.

Date: .....

Location: .....

(Attested by official seal)

10. Certificate of the Head of the Institution, if the candidate serves in Public Service/Provincial Public Service:

I hereby certify that the candidate Mr./Mrs./Miss .....is serving in this office from.....and his/her work, attendance and conduct is satisfactory and he/she had been confirmed/not confirmed in the service, I personally checked all the information furnished in above 05 with the records available in this office and found correct and he/she signed in my presence on ..... 2025.

Date: .....

.....  
Signature of Head of Institution of Public Service/  
Provincial Public Service or  
Authorized Officer

09-113

## PARLIAMENT OF SRI LANKA

APPLICATIONS are invited from citizens of Sri Lanka who are physically sound and of excellent moral character for the following posts of the staff of the Secretary-General of Parliament.

Applications prepared in accordance with the specimen given below should be sent along with the copies of certificates to prove educational, professional qualifications and experience under registered cover only to reach the “**Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte**” on or before **30.09.2025** indicating the post applied for, on the top left-hand corner of the envelope. (This advertisement also available on the website: [www.parliament.lk](http://www.parliament.lk))

**N.B.:** Candidates who wish to apply for more than one post should submit separate applications for each post.

### 1. Post of Motor Mechanic – [01 vacancy]

#### 1.1 Salary Scale

According to the Schedule I of the Management Services Circular No. 04/2025 dated 25.03.2025, the monthly salary scale for this post is Rs. 51,020 – 11 x 590 / 10 x 680 – Rs. 64,310/-. (On this salary scale, the minimum initial monthly remuneration together with all the allowances will be approximately Rs. 89,000/-).

#### 1.2 Age Limit

Should not be less than 22 years and not more than 35 years of age as at the closing date of the application. (The upper age limit shall not be applicable for those who are already confirmed in the Public/Provincial Public Service)

#### 1.3 Educational Qualifications

Having passed the G.C.E. (O/L) examination in six subjects including Credit Passes for Sinhala/ Tamil and Mathematics and Pass for English not more than in two sittings.

#### 1.4 Vocational Qualifications

Should have successfully completed a full-time course in motor mechanism having not less than three years of duration, conducted by the Ceylon - German Technical Training Institute or any other Government/ recognized Private institute;

and

Valid licence to drive all kinds of motor vehicles.

(NVQ 4 or above qualification in the field of Motor Mechanism will be considered as an added qualification).

### 1.5 Experience

Not less than five years experience in motor mechanism in the government / recognized institution.

### 1.6 Method of Recruitment

Through a written test, practical test and an interview.

### 1.7 Test Method

#### (a) Written and Practical tests

A written test and a practical test will be conducted by a supervisory board appointed by the Secretary-General of Parliament or by a selected vocational training institution, where the qualifications of the applicants will be tested in the following subject areas.

Test	Subject Areas Being Examined	Maximum Marks
Written Test	Knowledge of Motor mechanics and maintenance	100
Practical Test	Practical knowledge and skills in Motor mechanics and maintenance are tested.	100

#### (b) Interview

Candidates who pass the written and practical tests will be called for an interview. Marks will be awarded during the interview based on the following criteria. The maximum attainable score for the interview will be hundred (100) marks:

Serial No	Criteria
1	Educational and Professional Qualifications
2	Subject Knowledge
3	Experience
4	Personality and Performance at the interview

## 2. Post of Assistant Store Keeper – [01 vacancy]

### 2.1 Salary Scale

According to the Schedule I of the Management Services Circular No. 04/2025 dated 25.03.2025, the monthly salary scale for this post is Rs. 51,020 – 11 x 590 / 10 x 680 – Rs. 64,310/-. (On this salary scale, the minimum initial monthly remuneration together with all the allowances will be approximately Rs. 89,000/-).

### 2.2 Age Limit

Should not be less than 18 years and not more than 40 years of age, as at the closing date of the application. (The upper age limit shall not be applicable for those who are already confirmed in the Public/Provincial Public Service)

### 2.3 Educational Qualifications

Having passed the G.C.E. (O/L) examination in six subjects including credit pass for Sinhala/ Tamil and Mathematics and pass for English not more than in two sittings.

#### 2.4 Vocational Qualifications

A certificate issued by Institute of Supply and Materials Management (ISMM) in the field of Store-keeping / Stores-Management and basic knowledge of data entry.

#### 2.5 Experience

Not less than five years satisfactory service as an Assistant Store Keeper in a government / recognized institution.

#### 2.6 Method of Recruitment

Through a written test and an interview.

#### 2.7 Test Method

##### (a) Written Test

The qualifications of the applicants will be tested through a written test conducted by a vocational training institute/supervisory board selected/appointed by the Secretary-General of Parliament. The maximum marks that can be obtained for the written test is 100.

##### (b) Interview

Candidates who pass the written test will be called for the interview. Marks will be awarded during the interview based on the following criteria. The maximum attainable score for the interview will be hundred (100) marks:

Serial No.	Criteria
1	Educational and Professional Qualifications
2	Subject Knowledge
3	Experience
4	Personality and Performance at the interview

### 3 Post of Painter – [01 vacancy]

#### 3.1 Salary Scale

According to the Schedule I of the Management Services Circular No. 04/2025 dated 25.03.2025, the monthly salary scale for this post is Rs.47,240 – 9 x 540 / 10 x 590 / 3 x 680 – Rs. 60,040/-. (The minimum gross initial monthly remuneration together with all the allowances will be approximately Rs.85, 000/-).

#### 3.2 Age Limit

Should not be less than 18 years and not more than 40 years of age, as at the closing date of the application.

#### 3.3 Educational Qualifications

Having passed the G.C.E. (O/L) examination in six subjects including Sinhala/Tamil and Mathematics not more than in two sittings.

(Note - Passing G.C.E. (O/L) Examination is not mandatory for the candidates who have NVQ 3 or above in the field of painting.)

#### 3.4 Vocational Qualifications

NVQ 3 in Painting / Masonry.

#### 3.5 Experience

Not less than three years' experience in the field of painting from a government/ recognized institution.

#### 3.6 Method of Recruitment

Through a trade test and an interview.

### 3.7 Test Method

The qualifications of the candidates will be tested through a trade test and interview conducted by a Board appointed by the Secretary-General of Parliament.

#### (a) Trade test

The applicant's technical knowledge, proficiency and necessary skills in painting are tested here. The maximum score that can be obtained is one hundred (100).

#### (b) Interview

Marks will be awarded during the interview based on the following criteria. The maximum attainable score for the interview will be hundred (100) marks:

Serial No.	Criteria
1	Educational and Professional Qualifications
2	Subject Knowledge
3	Experience
4	Personality and Performance at the interview

## 4. Post of Pipe Line Cleaner – [01 vacancy]

### 4.1 Salary Scale

According to the Schedule I of the Management Services Circular No. 04/2025 dated 25.03.2025, the monthly salary scale for this post is, Rs. 47,240 – 9 x 540 / 10 x 590 / 3 x 680 – Rs. 60,040/-. (The minimum gross initial monthly remuneration together with all the allowances will be approximately Rs. 85,000/-).

### 4.2 Age limit

Should not be less than 18 years and not more than 40 years of age, as at the closing date of the application.

### 4.3 Educational Qualifications

Having passed the G.C.E.(O/L) examination in six subjects including Sinhala/Tamil and Mathematics not more than in two sittings.

*(Note - Passing G.C.E. (O/L) Examination is not mandatory for the candidates who have NVQ 3 or above in the field of Plumbing.)*

### 4.4 Vocational Qualifications

NVQ 4 certificate in the field of Plumbing.

### 4.5 Experience

Not less than three years' experience in the field of plumbing from a recognized institution.

### 4.6 Method of Recruitment

Through a trade test, and an interview.

### 4.7 Test Method

The qualifications of the candidates will be tested through a trade test and an interview conducted by a Board appointed by the Secretary-General of Parliament.

#### (a) Trade test

The applicant's technical knowledge, proficiency and necessary skills in plumbing are tested here. The maximum score that can be obtained is one hundred (100).



**(b) Interview**

Marks will be awarded during the interview based on the following criteria. The maximum attainable score for the interview will be hundred (100) marks:

<i>Serial No.</i>	<i>Criteria</i>
1	Educational and Professional Qualifications
2	Subject Knowledge
3	Experience
4	Personality and Performance at the interview

**5. Post of Housekeeping Assistant – [06 vacancy]**

**5.1 Nature of the Job**

This is expected to perform relevant routine cleaning and housekeeping duties under the purview of the Department of Catering and Housekeeping Services, ensuring the maintenance of cleanliness and hygiene of the Parliamentary Complex.

**5.2 Monthly Salary Scale**

According to the Schedule I of the Management Services Circular No: 04/2025 dated 25.03.2025, the monthly salary scale for this post is Rs. 42,290-9x490/10x540/6x590-Rs. 55,640/- (The minimum gross initial monthly remuneration together with all the allowances will be approximately Rs.80,000/-)

**5.3 Age Limit**

Should not be less than 18 years and not more than 30 years of age, as at the closing date of the application (The maximum age limit does not apply to applicants who are already confirmed in their post in the Public Service/ Provincial Public Service).

**5.4 Educational Qualifications, Professional Qualifications and Experience**

*Educational:* Having passed the G.C.E. (O/L) examination in six subjects including credit pass for Sinhala/Tamil and pass for Mathematics and English not more than in two sittings;

*Vocational:* A certificate issued by Sri Lanka Institute of Tourism and Hotel Management (SLITHM) or any other recognized institution by the government for not less than five months duration in the field of Hotel Housekeeping/ Room Service / Room Attendant Service;

or

NVQ level II Certificate in Hotel Housekeeping/Room Service /Room Attendant Service;

*Experience:* Not less than one year post qualifying experience in Housekeeping/Room Service/ Room Attendant Service in a star class hotel.

**5.5 Method of Recruitment**

Through a written/trade test and an interview.

**(a) Written /Trade test**

Applicants who meet the required qualifications for the above mentioned post will be required to undergo a written/trade test. These tests will assess the applicants' skills in areas related to Hotel Housekeeping / Room Service / Room Attendant Service. The assessment will consist of one-hour written/trade test. Each test will have a maximum attainable score of hundred (100) marks.

**(b) Interview**

An interview will be conducted by a Board of Interview appointed by the Secretary-General of Parliament, based on the following criteria. The maximum attainable score for the interview will be hundred (100) marks:

<i>Serial No.</i>	<i>Criteria</i>
1	Educational and Professional Qualifications
2	Subject Knowledge
3	Experience
4	Personality and Performance at the interview

## 6. Post of Security Officer – [01 vacancy]

### 6.1 Salary Scale

According to the Schedule I of the Management Services Circular 04/2025 dated 25.03.2025, the monthly salary scale for this post is Rs.47,240-9x540/10x590/3x680-Rs.60,040/- (On this salary scale, the minimum initial monthly remuneration, together with all the allowances will be approximately Rs.85,000/=)

### 6.2. Educational Qualifications and Experience

Having passed the General Certificate of Education (Ordinary Level) Examination in six subjects including a credit pass for Sinhala or Tamil language and simple passes for Mathematics and English in not more than two sittings;

and

Commendable service of not less than 10 years in one of the Armed Forces (Regular) or in the Sri Lanka Police Service and holding a rank not less than or equivalent to Sergeant in the Army and in the Police;

or

Ten years of satisfactory service in the salary groups A or B in the staff of the Secretary-General of Parliament as at the closing date of the applications.

### 6.3. Age Limit

Should not be less than 30 years and not more than 40 years of age as at the closing date of applications. (Upper age limit will not be applicable for the members of the staff of Secretary-General of Parliament)

### 6.4. Method of Recruitment

Through a written test and an interview.

#### (a) Written Test

<i>Test</i>	<i>Subject Areas Tested</i>	<i>Maximum Marks</i>
Written Test	Language Proficiency and General Knowledge	100

#### (b) Interview

Applicants who pass the written examination will be called for an interview, at which marks will be awarded according to the following criteria. The maximum attainable score for the interview will be hundred (100) marks:

	<i>Criteria</i>
1	Educational and Professional Qualifications
2	Subject Knowledge
3	Experience
4	Personality and Performance at the interview

## 7. Terms and Conditions of Service

- (i) These posts are permanent. Pension entitlement pertaining to these posts will be determined according to policy decisions taken by the Government in future. Appointment will be made initially subject to a three-year (03) probation period. If an internal candidate who has been confirmed in the post of the staff of the Secretary-General of Parliament or a person who has been confirmed in a permanent post in the Public/ Provincial Public Service is selected, he / she will be appointed subject to an acting period of one year (01).
- (ii) The number of appointments to be made and the effective date of the appointments will be determined by the Secretary-General of Parliament. The Secretary-General of Parliament also retains the authority to decide not to fill any or all of the vacancies.
- (iii) Selected candidates will be subjected to the Financial and Departmental Regulations applicable to the staff of the Secretary-General of Parliament.
- (iv) Selected candidates should contribute to the Widows' and Orphans'/Widowers' and Orphans' Pension Fund from his/her salary with a percentage specified by the Government.
- (v) Selected candidates will be subject to a medical examination.
- (vi) Security Clearance Reports with respect to the selected candidates will be obtained prior to his / her appointment.

8. Applicants should attach the copies (NOT ORIGINALS) of the following certificates to their applications, and originals of the certificates should be produced when called upon to do so:-

- (a) National Identity Card
- (b) Birth Certificate
- (c) Certificates of Educational Qualifications
- (d) Certificates of Professional Qualifications
- (e) Certificates of Experience

9. Applicants for the Motor Mechanic position are required to submit a copy of a valid driving licence for all types of vehicles, alongside the certificates listed in sections vii (a) through (e).

10. Applicants serving in the Public/ Provincial Public Service should send their applications through relevant Heads of Departments / Institutions. Applicants serving in the Armed Forces or the Police who apply for the post of Security Officer should submit their applications through the Heads of their respective Departments/Institutions.

11. Canvassing in any form will be considered as a disqualification.

12. Any information in the application found to be incorrect disclosed before selection will render the applicant liable for disqualification, and to dismissal if discovered after appointment.

13. Applications received after the closing date or sent without copies of the above-mentioned certificates or not sent through Heads of Departments/Institutions or applications not prepared in accordance with the specimen application will be rejected. Applications submitted through the Heads of Departments/Institutions received after the closing date will also be rejected.

KUSHANI ROHANADEERA,  
Secretary-General of Parliament,

Parliament of Sri Lanka,  
Sri Jayewardenepura Kotte,  
10th September, 2025.

## PARLIAMENT OF SRI LANKA

### Specimen Application Form

VACANCIES - 2025

Post of -----

1. (a) Name with initials (in English) : .....  
(b) Names denoted by initials (in English) : .....  
(c) Full Name (in block Capitals) : (Mr/Mrs/Miss) .....
2. National Identity Card Number : 

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3. (a) (i) Private Address : .....  
.....  
.....  
(ii) E-mail Address : .....  
(iii) Telephone No. : 

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(iv) WhatsApp No. : 

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(b) (i) Official Address : .....  
.....  
.....  
(ii) Telephone No. : 

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(c) Please indicate the address to which the admission should be posted.  
Private ☐ Office ☐
4. (a) Date of Birth : Year ..... Month..... Date.....  
(A copy of the birth certificate should be attached)  
(b) Age as at closing date for applications : Years ..... Month ..... Days.....
5. Civil Status (Married/Unmarried) : .....
6. Gender (Male/Female) : .....
7. State whether a citizen of Sri Lanka : (Yes/ No)

8. Educational Qualifications: (*Copies of the certificates should be attached*)

<i>Examination</i>	<i>Subject</i>	<i>Pass</i>	<i>Year</i>
G.C.E. (A/L)			
G.C.E. (O/L)	Sinhala/Tamil		
	Mathematics		
	English		

9. Professional Qualifications: (*Copies of the certificates should be attached*):

<i>Course</i>	<i>Institution</i>	<i>Effective date</i>

10. Other Qualifications: (*Copies of the certificates should be attached*)

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11. Experience: (*Copies of the Certificates should be attached*)

<i>Institution</i>	<i>Post</i>	<i>Service Period</i>

12. Details of Present Employment (*related documents should be submitted*)

- (a) Name of the Institution : .....
- (b) Address of the Institution : .....
- (c) Date of First Appointment : .....
- (d) Present Post : .....
- (e) Monthly basic salary : .....
- (f) Allowances : .....
- (g) Gross Salary : .....

13. Have you been convicted for a criminal offence by a Court of Law? (Yes / No)

If yes, give details : .....

.....



14. Have you served under the Government before? (Yes / No )

If yes, give details : .....  
.....

*I do hereby certify that all the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.*

Date: .....

.....  
Signature of the Applicant.

Certification of Head of Department/Institution

**Only for applicants serving in the Public Service/Provincial Public Service**

Secretary - General of Parliament,

I recommend and forward the application of Mr / Mrs /Miss ..... holding the post of .....  
..... in this Institution. I certify that he/she has been confirmed/ not confirmed in this post and his/her work and  
conduct are satisfactory and that he/she has not been subjected to any disciplinary action or there is no intention to make  
such inquiry. He/she can be released/cannot be released from the service permanently/ temporarily if selected for this post.  
*(Please strike through the irrelevant words.)*

Date: .....

.....  
Signature of Head of Department/Institution.  
Official Stamp

09-169