

N. B.— Part IV(A) of the Gazette No. 2456 of 26.09.2025 was not published.



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අංක 2,457 — 2025 ඔක්තෝබර් මස 03 වැනි සිකුරාදා — 2025.10.03

No. 2,457 — FRIDAY, OCTOBER, 03, 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 24th October, 2025, should reach Government Press on or before 12.00 noon on 10th October, 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



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

PUBLIC SERVICE COMMISSION

Recruitment on Open Basis for the Post of Legal Officer (Grade III of the Executive Service Category) of the Provincial Councils and Local Government Division of the Ministry of Public Administration, Provincial Councils and Local Government – 2025

APPLICATIONS are invited to fill the vacancy for the post of Legal Officer (01) in the Provincial Councils and Local Government Division of the Ministry of Public Administration, Provincial Councils and Local Government from the citizens of Sri Lanka who have fulfilled the following qualifications.

1. Method of Recruitment :

The candidate who obtains the highest marks from among those who are meeting with the qualifications set out in the notice will be selected and recruited to the vacancy upon the results of an interview for evaluating eligibility conducted by a Board of Interview appointed by the Public Service Commission. The interview for evaluating eligibility will be held in conformity with the marking scheme (mentioned under No.06), approved by the Public Service Commission.

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

2. Required Qualifications :

- (i) Educational/ Professional Qualifications
Should have sworn in as an Attorney-at-Law in the Supreme Court

- (ii) Experience

Should have obtained a practical professional experience in not less than three (03) years subsequent to swearing in as an Attorney-at-Law in the Supreme Court. (Documents provided to prove practical professional experience should be furnished at the interview after having clearly stated the period of experience, date and official seal.)

or

Should have obtained experience relating to the following functions in not less than three (03) years in the field of Law* in a public institute subsequent to swearing in as an Attorney-at-Law in the Supreme Court.

(Should be proved by a certificate issued by the Secretary/Head of the Department/Institute)

Note: Copies of documents proving the basic qualification certified by the candidate himself should be attached to the application. **Applications not attached with certificates clearly mentioning the date of beginning and the date of ending the service period, may be rejected without notice.**

*A legal post is a post where the law degree or having been sworn in as an Attorney-at-Law in the Supreme Court, is a basic qualification for recruitment.

(iii) Physical Qualification

Every candidate should be physically fit and mentally sound to serve and, perform duties of the post in any part of Sri Lanka

(iv) Other Qualifications :

- Should be a citizen of Sri Lanka
- Should be of excellent moral character
- All qualifications required for recruitment to the post should have been completed in every respect as at the closing date of applications.

3. Terms of engagement and conditions of service:

- (i) This post is permanent and pensionable. You are subject to a policy decision made by the Government in the future on the Pension Scheme entitled to you. You are required to contribute to the Widows'/ Widowers' and Orphans Pension Scheme. You are required to contribute therefor as prescribed by the Government from time to time.
- (ii) This appointment will be subject to a probationary period of 03 years. Officers should pass the first efficiency bar examination within 03 years from the date of recruitment as prescribed in the Scheme of Recruitment.

- (iii) You are required to acquire proficiency in the other prescribed language/ languages in terms of the provisions of Public Administration Circular No.18/2020 dated 16.10.2020.
- (iv) You will be subject to the Procedural Rules of the Public Service Commission, Establishments Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the Government and to the other regulations, circulars and instructions and amendments relating thereto issued from time to time.
- (v) The medium of language applied for will not be permitted to change later and, the medium of language qualified for the appointment, is the medium of language mentioned by you in the application.

4. Age Limit:

Should not be less than 21 years and not more than 45 years of age as at the closing date of applications.

5. Salary Scale:

This post carries the Monthly Salary Scale of Rs. 82,150-10x2,400-8x2,940-17x3,900-Rs.195,970 in terms of provisions of the Public Administration Circular No. 10/2025 dated 25.03.2025. (SL1-2025)

6. Interview for evaluating eligibility will be on the basis of the marking scheme below.

Srl. No.	Subject	Marks	Maximum Marks
01	Additional Educational Qualifications		25
	Note : Marks will be given only for the maximum qualification		
	(a) For Postgraduate Diploma in Laws obtained from a university recognized by the University Grants Commission	25	
	(b) For Postgraduate Diploma in Laws obtained from a university recognized by the University Grants Commission or a post law diploma obtained from the Institute of Advanced Legal Studies of the Sri Lanka Law College	20	
	(c) For following degrees obtained from a university recognized by the University Grants Commission,		
	• Law Degree with a first class	15	
	• Law Degree with a second class upper	10	
	• Law Degree with a class	07	
	• Law Degree with an ordinary pass	05	
	(d) First Class pass in the final year in Law College	10	
	Second Class pass in the final year in Law College	05	
	(Note: Above 05 marks will be given only if the final examination in Law College is passed with honors)		

Srl No.	Subject	Marks	Maximum Marks																		
02	Additional Professional Experience : Preparation of documents related to cases and appearing in open court <table> <tr> <td></td> <td><i>Filing of Cases (for a single case)</i></td> <td><i>Marks for appearing before the Court (for a single case)</i></td> </tr> <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>Tribunal</td> <td>2</td> <td>3</td> </tr> </table> Note – To prove above qualifications, copies of relevant judgements or a certified copy of the case records of the final day of the case should be submitted to the interview board.		<i>Filing of Cases (for a single case)</i>	<i>Marks for appearing before the Court (for a single case)</i>	Supreme Court	2	5	Court of Appeal	2	4	High Court	2	3	District Court	4	5	Tribunal	2	3		
	<i>Filing of Cases (for a single case)</i>	<i>Marks for appearing before the Court (for a single case)</i>																			
Supreme Court	2	5																			
Court of Appeal	2	4																			
High Court	2	3																			
District Court	4	5																			
Tribunal	2	3																			
03	Literacy in Information Technology/Information Technology Law Note : Marks will be given only for the maximum qualification (a) Having studied Information Technology or Computer Science as a main subject for a degree in a university recognized by the University Grants Commission (b) For a Diploma in Information and Communication Technology Law obtained from a university recognized by the University Grants Commission or the Sri Lanka Law College or any other professional institute recognized by the Government (c) For a Diploma in Computer Science or Information Technology or a higher qualification obtained from a university recognized by the University Grants Commission or a NVQ 5 in Computer Science or Information Technology or a higher Diploma obtained from any other institute. (d) For certificates obtained by participating in training programmes having followed the courses in the Information and Technology field from a university recognized by the University Grants Commission or the Sri Lanka Law College or any other professional institute recognized by the Government. (02 marks each will be given per certificate for a maximum of two certificates.)	10 08 05 04	10																		

<i>Srl No.</i>	<i>Subject</i>	<i>Marks</i>	<i>Maximum Marks</i>
04	Language Proficiency Note : Marks will be given only for the maximum qualification (a) For a Degree obtained including English Language as a main subject from a university recognized by the University Grants Commission (b) For fluency in the English Language shown at recognized Moot court competitions at international or national level <u>Individual</u> (i.) First Place/best talents – 12 (ii.) Second Place - 10 (iii.) Third Place/Other talents - 08 <u>Groups</u> (i.) First Place/best skill - 10 (ii.) Second Place - 08 (iii.) Third Place/Other skills - 06 (c) For a Diploma obtained for English Language from a university recognized by the University Grants Commission or SLQF 3 obtained for English Language from any other institute or a higher Diploma or a Diploma in English Language obtained by following a course of a minimum of 1500 study hours from a Government training institute/ an institute affiliated to a Government training institute (d) For a Distinction Pass for English Language at the General Certificate of Education (Advanced Level) examination or Edexcel or Cambridge Advanced Level examinations or a total of 6.5 marks for IELTS (with a minimum of 06 marks for every subject) or higher, TOEFL- IBT 79 or higher, TOEFL- CBT 213 or higher or TOEFL- PBT 550 or higher (e) For an advanced certificate obtained for English Language from a university recognized by the University Grants Commission or a SLFQ level 2 certificate obtained for English Language from any other institute	15 12 10 08 05	15
05	Merit shown in the interview : The candidate's - o Strength questions (02 marks), - o Situational questions (03 marks) and - o Competency questions (10 marks) which are substantial for performing the role of the post Marks will be given according to answers given for questions intended for evaluation		15
	Total Marks		100

7. Identity of the Candidate :

Only those who have completed the application in every respect will be invited for the interview for evaluating eligibility.

Originals of all certificates and copies of the certificates duly certified by the candidate himself should be furnished at the interview for evaluating eligibility.

The following identity cards are accepted to establish the identity of the candidate at the interview for evaluating eligibility.

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

8. Method of Application:

- (i) Applications should be sent by registered post to reach the Secretary, Ministry of Public Administration, Provincial Councils and Local Government, Provincial Councils & Local Government Division, No.330, Union Place, Colombo 02 on or before **03.11.2025**. Applications received after the closing date will be rejected.
- (ii) A Specimen of the application to be preferred is appended at the end of this notice. Applications should be prepared in A4 size papers indicating the items No. 01 to 05 on the first page and the items No. 06 to 08 on the second page and perfected in applicant's own handwriting.
- (iii) The top left corner of the envelop containing the applications should be marked as "Recruitment to the Post of Legal Officer – Grade III".
- (iv) The signature of the applicant should be attested by a Principal of a Government School/ Justice of Peace/ Commissioner for Oaths/ Attorney-at-Law/ Notary Public/ Commissioned Officer of

the Three-Armed Forces or an officer holding a Gazetted post in the Police Service or a permanent officer in the Public Service or Provincial Public Service drawing a consolidated monthly salary of Rs. 82,150/- or above.

- (v) Applicants who are already in the Public Service or Provincial Public Service should forward their applications through the respective Heads of Departments in which they are presently serving.
- (vi) The applications not in conformity with the prescribed specimen application will be rejected. No complaints will be entertained over loss or delay of applications.

9. Furnishing false information:

If any information furnished by you in the application is found to be false or erroneous before the recruitment, your candidature will be cancelled. In case any such false or erroneous information is detected after the recruitment, you will be dismissed from service subject to the procedure related thereto.

- 10. The Public Service Commission reserves the right to fill or not to fill the vacancies.
- 11. In the event of any inconsistency or discrepancy between the Sinhala, Tamil and English texts of this *Gazette* Notice, the Sinhala text shall prevail.
- 12. In the case of any matter not provided for in this notice or where a problematic situation arises in this process of recruitment, the decisions made by the Public Service Commission thereon will be final.

By order of the Public Service Commission,

S.ALOKABANDARA,
Secretary.

Ministry of Public Administration,
Provincial Councils and Local Government,
22nd September, 2025.

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(For Office use)

APPLICATION FORM FOR RECRUITMENT TO THE POST OF LEGAL OFFICER OF THE PROVINCIAL COUNCILS AND LOCAL GOVERNMENT DIVISION OF THE MINISTRY OF PUBLIC ADMINISTRATION, PROVINCIAL COUNCILS AND LOCAL GOVERNMENT

01) 1.1. Name with initials: Mr./Mrs./Miss.....
(In Block Capitals)

1.2. Name in full:
(In Block Capitals)

1.3. Name in full:
(In Sinhala)

02) 2.1. Permanent Address:

2.2. Telephone Number:

Fixed:

Mobile:

03) 3.1. Ethnicity :
(Sinhala-1, Tamil-2, Muslim-3, Other-4)

3.2. Gender:

Female	
Male	

3.3. Marital Status:

Married		Unmarried	
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3.4. National Identity Card No:

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3.5. Date of Birth:

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3.6. Age as at..... 2025: years:..... months:..... days:.....

04) 4.1. Educational Qualifications:

- Date of Conferment:
- University / Institute:
- Name of the Degree:

4.2. Professional Qualifications and Experience:

- Pass obtained for the English Language at G.C.E. (O/L) examination or G.C.E. (A/L) examination:
- Experience as an Attorney-at-Law in the Supreme Court: years

05) Have you ever been convicted before a Court of Law? If yes, give details with date and case number

.....
.....
.....

06) Applicant's Declaration:

I do solemnly declare that the particulars given by me in the application are true and correct to the best of my knowledge.
I am aware that if my declaration is found to be false, I am liable to disqualification before selection and to dismissal from service without any compensation if detected after the appointment.

Date: Applicant's Signature:

07) Attestation of Applicant's Signature:

The signature of the applicant should be attested by a Principal of a Government School, Justice of Peace, Commissioner for Oaths, Attorney-at-Law, Notary Public, Commissioned Officer of the Three-Armed Forces or an officer holding a Gazetted post in the Police Service or a permanent officer in the Public Service or Provincial Public Service drawing a consolidated monthly salary of Rs. 82,150/- or above.

I certify that Mr./Mrs./Miss..... (full name) who submits this application is personally known to me and he/she has placed his/her signature in my presence on this day of

.....,
(Signature and official seal of the Attestor).

Date:.....

Name of Attestor:

Designation:

Address:

(Should be authenticated by the official seal)

08) Certification of the Head of Department if the Applicant is serving in the public service :

I certify that Mr./Mrs./Miss..... (full name) who submits this application is personally known to me and he/she has placed his/her signature in my presence on this day of

I certify that his/her work, attendance and conduct is.....and that he/she can be released from the post presently held if selected for this post.

.....,
(Signature of the Head of the Department).

Date:.....

Name:

Designation:.....

(Should be authenticated by the official seal)

Examinations, Results of Examinations & c.

MINISTRY OF EDUCATION, HIGHER EDUCATION AND VOCATIONAL EDUCATION

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අධීක්ෂණ කළමනාකරණ සහකාර - තාක්ෂණික සේවා ගණයේ තනතුරු සඳහා
බඳවා ගැනීමේ විවෘත/සීමිත තරග විභාගය - 2025

Open / Limited Competitive Examination for Recruitment to the Posts of Supervisory Management Assistant – Technical Service Category of Ministry of Education, Higher Education and Vocational Education - 2025

THE applications are invited from Sri Lankan citizens who meet the following qualifications for the recruitment on limited and open basis to fill 01 post of Transport Officer, 03 posts of Technical Officer, 03 posts of Building Inspector, and 04 posts of Draughtsman vacant in the Ministry of Education, Higher Education and Vocational Education, and for 09 posts of Building Inspector and 20 posts of Audio Visual Assistant vacant in the National College of Education under the Ministry. The application form thereof is available in “Online Applications – Recruitment Exams/ E.B. Exams” under “Our Services” on the website www.doenets.lk of the Department of Examinations, Sri Lanka, and the applications can be submitted online through the online method. The acceptance of the online applications will be open at **09.00 a.m. on 07th October 2025 and ended at 09.00 p.m. on 04th November 2025**. The examination will be held in Colombo in January 2026.

The officers currently serving in the public /provincial public service should submit a copy of the application to the Heads of Institutions for the inclusion in their personal files, and should submit a copy of the application certified by the Head of Institution and a letter to substantiate the service when called for interview.

The applicant is required to bear any adverse consequences that may occur due to delaying the submission of applications until the closing date.

01. Conditions of Employment:

- 1.1 This post is permanent and pensionable. (You shall be subject to future policy decisions taken by the Government regarding a pension scheme)
- 1.2 *Salary Scale:* As per the Public Administration Circular 10/2025, the salary scale of MN 03-2025 Rs. 52250 - 10x800 – 11x1190 – 10x1320 -10x1350 – Rs.100,040 (monthly) is applicable to this post. The starting salary scale applicable to the grade system is Rs. 52,250 /=.
- 1.3 According to the Sri Lanka Technological Service Minute, Public Administration Circular No.18/2020 and the circulars incidental thereto, the language proficiency level should be achieved within 05 years.
- 1.4 This appointment shall be subject to the Procedural Rules of the Public Service Commission, the Establishments Code of the Democratic Socialist Republic of Sri Lanka and the Government Financial Regulations and other departmental orders.

02. *Grade of Recruitment* - Grade III

03. *Recruitment Method* : The recruitment for this position will be done under open and limited streams.

3.1 Recruitment percentage:

<i>Stream</i>	<i>Percentage</i>
Open	70 %
Limited	30%

3.2 Place of Works with vacancies

3.2.1 Ministry of Education, Higher Education and Vocational Education

<i>Location</i>	<i>Transport Officer</i>	<i>Technical Officer</i>		<i>Building Inspector</i>		<i>Draftsman</i>	
Ministry of Education, Higher Education and Vocational Education (Isurupaya Premises)	Open	Open	Limited	Open	Limited	Open	Limited
	01	02	01	02	01	03	01

3.2.2 National Collages of Education :

	<i>National College of Education</i>	<i>Building Inspector</i>	<i>Audio Visual Assistant</i>
1	Maharagama National College of Education	1	1
2	Siyane National College of Education	1	1
3	Sariputta National College of Education, Nittambuwa	1	1
4	Dambadeniya National College of Education, Dambadeniya	1	1
5	Hapitigama National College of Education	1	1
6	Pasdunrata National College of Education	1	1
7	Darga Town National College of Education	1	1
8	Ruhuna National College of Education	1	1
9	Nilwala National College of Education	1	1
10	Ruwanpura National College of Education	1	1
11	Sri Pada National College of Education	1	1
12	Mahaweli National College of Education	1	1
13	Peradeniya National College of Education	-	1
14	Pulathisipura National College of Education	1	1
15	Wayamba National College of Education	1	-
16	National College of Education on Technology	-	1
17	Uva National College of Education	1	1
18	Batticaloa National College of Education	1	1
19	Addalaichenai National College of Education	1	1
20	Vavuniya National College of Education	1	1
21	Jaffna National College of Education	1	1
	Total	19	20

3.3 The applications can be sent for a maximum of 03 posts under open or limited streams.

3.4 The place of work for the applicants applying for the posts of Building Inspector and Audio Visual Assistant will be allocated in the priority order requested and each applicant can apply for up to 03 posts on a priority basis.

3.5 In the process of making placements for work places, the priority will be given to the requests of applicants in the order of the higher marks obtained in the limited or open competitive examination.

3.6 Only in case of the lack of enough internal applicants with basic qualifications within the Ministry for the percentage to be recruited through the limited competitive examination, the remaining number will be filled from external applicants selected through the open competitive examination.

04. Open Recruitment

- 4.1 As per the Sri Lanka Technological Service Minute, an officer appointed to this post is subject to a 03-year probation period and should pass the first efficiency bar examination within the said period.
- 4.2 Only the officers appointed to this post through a medium of language other than an official language should acquire the proficiency in one official language within 05 years, and proficiency in the other official language should be acquired within 05 years.

4.3 Recruitment Qualifications:

4.3.1 Educational Qualifications:

- (a) Passed in three (03) subjects belonging to the Science/Mathematics/ Technology stream at the General Certificate of Education (Advanced Level Examination) in one sitting, including 2 subjects from the subjects of Combined Mathematics, Physics, Engineering Technology, and Science for Technology.

and

- (b) Passed in six (06) subjects at the General Certificate of Education (Ordinary Level) Examination in one sitting, including Sinhala/ Tamil/ English Language, Science, Mathematics and one other subject, with a credit pass.

4.3.2 Professional Qualifications:

- (a) **For the posts of Transport Officer, Building Inspector, and Technical Officer**

National Diploma in Technology awarded by the University of Moratuwa or Hardy Institute, Ampara;
Or

National Diploma in Engineering Science awarded by the National Apprenticeship and Technical Training Authority ;
Or

Advanced National Diploma in Engineering awarded by the Ministry of Education and Higher Education;
Or

Diploma in Technology awarded by the Open University of Sri Lanka;
Or

Successful completion of the Part 1 of the Engineering Examination conducted by the Institute of Engineers, Sri Lanka
Or

Have completed National Vocational Qualification (NVQ) Level 06
related to the field of employment
Or

Have obtained other technical qualifications recognized by the Tertiary and Vocational Education Commission as equivalent in all respects to the technical qualifications mentioned above.

(b) **For the post of Draftsman:**

Successfully completed the one-year full-time course in Draftsmanship from a technical college recognized by the Tertiary and Vocational Education Commission and obtained the relevant certificate.

Or

Having other technical qualifications recognized by the Tertiary and Vocational Education Commission as equivalent in all respects to the aforesaid technical qualifications.

(c) **For Audio Visual Assistant:**

Successful completion of a one-year full-time course in Audio-Visual Technology from a technical college recognized by the Tertiary and Vocational Education Commission and obtaining the relevant certificate.

Or

Have completed the National Vocational Qualification (NVQ) Level 06 related to the field of employment

Or

Possession of other technical qualifications recognized by the Tertiary and Vocational Education Commission as equivalent in all respects to the aforesaid technical qualifications.

4.3.3 Experience: Not applicable

4.3.4 Age Limit : The applicants should be not less than 18 years of age and not more than 30 years of age as on the closing date of applications; 06 October 2025.

05. Limited Recruitment

5.1 The applications are invited from the candidates meeting the following qualifications and holding the departmental appointments within the Ministry of Education.

5.1.1 Recruitment Qualifications:

5.1.1.1 Educational Qualifications :

(a) Passing the G.C.E. (O.L) examination in six subjects; not in more than two sittings, with credit passes for the subjects Sinhala/ Tamil/ English Language, Science, and Mathematics.

5.1.1.2 Professional Qualifications:

(a) **For the posts of Building Inspector and Technical Officer**

National Diploma in Technology awarded by the University of Moratuwa or Hardy Institute, Ampara;

Or

National Diploma in Engineering Science awarded by the National Apprenticeship and Technical Training Authority ;

Or

Advanced National Diploma in Engineering awarded by the Ministry of Education and Higher Education;

Or

Diploma in Technology awarded by the Open University of Sri Lanka;

Or

Successful completion of the Part 1 of the Engineering Examination conducted by the Institute of Engineers, Sri Lanka;

Or

Have completed National Vocational Qualification (NVQ) Level 06 related to the field of employment;

Or

Have obtained other technical qualifications recognized by the Tertiary and Vocational Education Commission as equivalent in all respects to the technical qualifications mentioned above.

(b) **For the post of Draftsman:**

Successful completion of a one-year full-time course in Draftsmanship and obtaining the relevant certificate from a Technical College recognized by the Tertiary and Vocational Education Commission and;

Or

Having other technical qualifications recognized by the Tertiary and Vocational Education Commission as equivalent in all respects to the above technical qualifications.

(c) **For the post of Audio Visual Assistant :**

Successful completion of a one-year full-time course in Audio-Visual Technology and obtaining the relevant certificate from a Technical College recognized by the Tertiary and Vocational Education Commission;

Or

Have completed National Vocational Qualification (NVQ) Level 06 relevant to the field of employment

Or

Having other technical qualifications recognized by the Tertiary and Vocational Education Commission as equivalent in all respects to the above technical qualifications.

5.1.2 **Experience:** Having at least 05 years of active and satisfactory work experience in a relevant field in a permanent and departmental post in a primary or higher service category.

5.1.3 **Age limit :** Not applicable.

5.2 **Other Qualifications :**

- (i.) The appointment should have been confirmed.
- (ii.) The applicant should have not been subjected to any disciplinary action in accordance with the provisions of Public Service Commission Circular 01/2020 and the Circulars incidental thereto.

- (iii.) The officer will be considered to have fulfilled the qualifications required to appear for a written test for recruitment to the post only if he/she has fulfilled all the qualifications in all respects as of the date specified in the notice of calling for applications.

06. Physical Qualifications:

- 6.1 The applicant should be physically and mentally fit to serve in any part of Sri Lanka and to perform the duties of the post.
- 6.2 If the applicants with special needs sit for this examination, that matter should be compulsorily stated in the application and a printed copy of the application should be submitted along with copies of the relevant medical certificates.

07. Other Qualifications:

- 7.1 The applicant should be a citizen of Sri Lanka
- 7.2 The applicant should be of a moral character
- 7.3 Any person who holds priesthood of any religious sect is not eligible to sit this examination.
- 7.4 All qualifications required for the recruitment to the post should have been fulfilled in every respect as of the closing date of applications.

08. Recruitment Method: The applicants who pass the written test will be called for a general interview in merit order of total marks and the recruitments will be done subsequent to the verification of their basic qualifications.

- 8.1 Written Test: The marks are awarded through a written test conducted by the Department of Examinations, Sri Lanka.

8.2 The particulars of the written Test:

	<i>Subject Area</i>	<i>Duration</i>	<i>Total Marks</i>	<i>Pass Mark</i>
01	Intelligence Test	01 hour	100	40
02	Subject-specific Technical Test	02 hours	100	40

8.3 Main syllabus for the Examination:

	<i>Subject Area</i>	<i>Syllabus</i>
01	Intelligence Test	- This consists of the questions that test the logical thinking, analytical skills, and time management of the applicant. - Two separate intelligence test papers are prepared for the limited examination and the open examination, according to the educational qualifications taken into consideration during recruitment.
02	Subject-specific Technical Test	- A question paper with two parts containing questions that measure the technical knowledge relevant to the post. - Subject-specific technical knowledge is tested in relation to the tasks assigned to the following posts.

8.4 The syllabus of Subject-specific Technical Test relevant to the post:

<i>Post</i>	<i>Syllabus</i>
Technical Officer	1. Work site supervision, report drafting and regulation. 2. Collecting field data required for estimation. 3. Estimate Preparation and Price Analysis based on field data. 4. Procurement Activities. 5. Field inspections and preparation of related technical reports. NVQ Level 6 knowledge relevant to the aforesaid tasks and the subject-specific technical knowledge related to the tasks will be tested.
Draftsman	1. Preparing plans in line with the requirements/designs of engineers, architects and technical officers. 2. Checking the numerical accuracy of the estimates and payment bills. 3. Assisting for construction progress management. Subject-specific technical knowledge related to the above tasks will be tested.
Building Inspector	1. Carrying out field inspections and reporting observations/recommendations and field surveying and site supervision activities. 2. Providing supplementary services required for the smooth execution of the procurement process in line with procurement guidelines. 3. Checking bills and giving recommendations for construction-related payments. 4. Drafting of Bidding Documents. 5. Performing the functions of the Technical Evaluation Committees and Price Evaluation Committees. 6. Supervising and directing Junior Officers. 7. Reviewing the cost estimate and recommendation. NVQ Level 6 knowledge relevant to the above tasks and the subject-specific technical knowledge related to the tasks will be tested.
Transport Officer	1. Repairing and maintaining all vehicles taken under the Ministry, and making recommendations on vehicles not suitable for use. 2. Making clear conclusion on the defects in the vehicles at the time of submitting those for repairs. 3. Reviewing the estimates submitted by the Garage in respect of vehicle repairs and making recommendations subsequent to being satisfied that the repairs, spare parts and prices stated in the estimate are reasonable and justifiable. 4. Inspect the vehicle; after vehicle repairs, to ensure that the repairs have been properly done and make recommendation before paying the bills. 5. Carrying out monthly inspections to ensure whether the vehicles are properly maintained by the drivers and presenting the relevant recommendations on that matter to the higher officials. 6. Checking fuel combustion of the vehicles. 7. Carrying out investigations into vehicle accidents and assessing liability of damages. 8. Ensuring that the vehicles undergo servicing on time. 9. Applying spare parts for vehicle repairs, properly accepting the old parts and recording those in the respective registers and sending those to the warehouse. 10. Dealing with all matters related to the lawsuits filed in connection with accidents happened while driving, and maintaining files on such matters. 11. Insuring vehicles and taking steps to recover losses duly in the event of accidents. NVQ Level 6 knowledge related to the above tasks and subject-specific technical knowledge related to the above tasks will be tested.

<i>Post</i>	<i>Syllabus</i>
Audio Visual Assistant	1. Responsibility of operating the audio-visual equipment and their functioning. 2. Maintaining an audio-visual unit in an organized manner and being in charge of all audio-visual equipment. 3. Taking steps to obtain audio-visual equipment related to the duty. Maintaining a sub-inventory for audio-visual equipment related to the unit. 4. Providing equipment in a systematic manner at every possible instance for internal and external teaching needs. NVQ Level 6 knowledge and the subject-specific technical knowledge related to the above tasks will be tested.

09. **Aptitude Testing Interview:** Not applicable.

10. **General Interview:**

Only the qualifications of the applicants will be examined by an interview board appointed by the Secretary to the Ministry of Education, Higher Education and Vocational Education and the marks will not be awarded.

11. The examination will be conducted in Sinhala, Tamil and English mediums only in Colombo. The applicants can appear for the examination in one language of their choice. The applicant is required to answer all the question papers of this examination in one language. An applicant will not be allowed to change the medium of examination indicated in his/her application. Every applicant should appear for both the question papers.
12. The online application form for the examination should be completed in **English** only. The applicant will be notified by the Department of Examinations, Sri Lanka that the soft copy submitted online is accepted/not accepted as a valid application by sending a short message (SMS) to the mobile phone number used to access the system or by sending an e-mail to the e-mail address. Please download the general instruction sheet (Common Instructions) prepared in respect of applying for the examination prior to the completion of the online application form. Please strictly follow these instructions when filling the application form. The incomplete applications will be rejected without notice.

13. **Exams Fees:**

The examination fee is Rs. 600/=. The payment should be made only under the following payment methods given in the online system.

- (i) Any Bank Credit Card ;
- (ii) Any Bank Debit Cards ;
- (iii) Bank of Ceylon Online Banking Method ;
- (iv) Bank of Ceylon Teller Slip Payment.

Note: The instructions about the way of making payments using the above methods are posted on the website under the technical instructions related to the examination.

The receipt of the payment will be acknowledged by a Short Message (SMS) or via an Email. The examination fee should be paid in full, and the applications for which the examination fee has been underpaid or overpaid will be rejected. The Department of Examinations, Sri Lanka is not responsible for any errors occurred in the payment of examination fees through the above payment methods. The amount paid for the examination will not be refunded or transferred to another examination for any reason.

14. The applicants should prove their identity in the examination hall to the satisfaction of the Supervisor of the Examination Hall for each subject they sit for. Only the following documents are valid for this purpose.

- I. National Identity Card,
- II. Valid passport,
- III. Valid Sri Lankan Driving License.

Further, the applicants should enter the examination hall without covering their face and both ears enabling to verify their identity as well as to ensure that they are not wearing electronic communication devices. The applicants who refuse to verify their identity will not be admitted to the examination hall. Further, the applicants should remain without covering their faces and both ears from the moment they enter the examination hall until they leave the hall after ending the examination.

15. The Commissioner General of Examinations will issue admissions of the examination only through online method to the applicants who are in the age limit mentioned in the notification and those who have submitted correctly the completed applications online along with the receipt making payment of prescribed examination fee on or before the closing date of applications assuming that only those who possess the qualifications mentioned in the *Gazette* Notification have applied. Immediately after the admissions of the examination are issued, the Department of Examinations, Sri Lanka will notify the applicants on that issuance through a web notification /SMS. If an applicant has not received the admission, he/she should inquire about the matter from the Institutional Examinations Organization Branch, Department of Examinations, Sri Lanka as mentioned in the advertisement. In making such inquiries, the applicant should accurately mention the title of the examination applied, full name of the applicant, National Identity Card Number and the address. If the applicant resides outside of Colombo, it will be effective to fax a letter of request to the fax number mentioned in the notice along with the aforesaid details including a fax number through which the applicant can obtain a copy of the admission immediately. When making such inquiry, it would be useful to keep a printed copy of the completed application ready to confirm any detail asked by the Department of Examinations. If any amendment to the admission is required subsequent to the perusal made thereto, Department of Examinations, Sri Lanka should be contacted in advance and the relevant amendments should be made as per the application. The requests for amendments made at the examination hall/ interview will not be considered.
16. The issuance of an admission to an applicant for the examination will not be considered as an acceptance that he or she has fulfilled the qualification to sit the examination or to hold a post.
17. The applicant sitting the Examination should produce his/her signature attested admission to the Supervisor of the Examination Hall on the first day he /she faces the examination.
18. The right to take decision on matters related to the notice of calling applications or any other matter not covered by the said notice is vested in the Secretary to the Ministry of Education, Higher Education and Vocational Education authorized by the Public Service Commission.
19. In case of any inconsistency among the Sinhala, Tamil and English languages texts of this notification, the Sinhala text shall prevail.

NALAKA KALUWEWA,
Secretary.

Ministry of Education,
Higher Education and Vocational Education,
This 09th day of September, 2025.