Examinations, Results of Examinations & c.

MINISTRY OF PUBLIC ADMINISTRATION, HOME AFFAIRS, PROVINCIAL COUNCILS AND LOCAL GOVERNMENT Limited Competitive Examination for Recruitment

to Grade III of Sri Lanka Government Librarians' Service - 2019 (2020) 1.0 ACCORDING to the provisions of the Sri Lanka

Government Librarians' Service Minute published in the Gazette Extraordinary of the Democratic Socialist Republic of Sri Lanka of No. 2024/35 dated 21.06.2017, the limited competitive examination for recruitment to Grade III of Sri Lanka Government Librarians' Service shall be held in Colombo in the month of November 2020 by the Commissioner General of Examinations. 2.0 The applicants who have satisfied qualifications based on the merit on the results of this examination, will

be selected for appointment to the posts in grade III of Sri Lanka Government Librarians' Service. The number and the effective date of appointments shall be determined by the Director General of Combined Services. The Appointing Authority shall reserve the right not to fill all or certain number of vacancies. 3.0 Salary:- According to the Public Administration Circular No: 03/2016 dated 25.02.2016, salary code number applicable to Grade III of Sri Lanka Government Librarians' Service is MN -3-2016 and the monthly salary scale is

Rs. 31,040 - 10x445 - 11x660 - 10x730 - 10x750 -Rs. 57,550. This post is permanent and pensionable. 4.0 5.0 Service conditions: I. An officer appointed to the Grade III of Sri Lanka

the Limited Competitive Examination shall be subjected to a period of acting of one year from

the date of appointment. Such officer shall be

confirmed in the post if the Appointing Authority is satisfied to the effect that his/her work, conduct and attendance are satisfactory during the said period of acting. However the officer should pass the first Efficiency Bar examination within three (03) years from the date of appointment. I කොටස : (IIඅ) ඡෙදය - ශුී ලංකා පුජාතාන්තුික සමාජවාදී ජනරජයේ ගැසට් පතුය - 2020.07.24 PART I: SEC. (IIA) - GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA - 24.07.2020 Departmental Primary Unskilled

Closing Date of Applications.

(i) The maximum age limit shall not be

Provincial Public Services are not allowed

to sit for this competitive examination).

Service Category (PL-01) and completed

an active service period of 05 years as at

Government Librarians' Service on the results of

- II. The officer shall compulsorily serve at the service station to which he/she is appointed at first for three years. However, the Appointing Authority reserves the right to transfer any officer before the lapse of said period, on special reasons as determined by the same, if it is required to make such transfer.
 - III. The officer is required to obtain the proficiency in the prescribed official language before the lapse of 05 years from the date of appointment as per

the Public Administration circular No. 01/2014.

Shall have passed G.C.E. (O/L) examination

with six (06) subjects including Sinhala/Tamil/

English language and Mathematics with at

- 6.0 Qualifications: Applicants are required to possess following qualifications for sitting this examination. 6.1 Educational Qualifications:
 - least two credit passes at not more than two sittings. 6.2 Professional Qualifications: (a) Shall have completed the first year of the three year diploma in Library Science
 - from a university recognized by the University Grants Commission.

Library Association.

- Or (b) Shall have successfully completed the first year of the three year diploma in Library Science offered by Sri Lanka
 - (a) Shall have been confirmed in the post of Library Assistant/Library Employee of service category of departmental preliminary non skilled (PL-01) in public service and completed an active service
- period of 10 years in the said post.

Experience:

6.3

- (b) If the certificate has been obtained by completing at least one of the above diploma course mentioned in (a) and (b) of 6.2 above, it is sufficient for such applicants to have been confirmed in the post of library assistant/library employee
 - 1015 commencement and evolution of the books, various documents and non printed media.

American and British Library Associations.

in schools and academic

Organization of professionals:

Sri Lanka Library Association.

Types of libraries

Types of catalogues.

Services

Libraries

applicable in this regard. institutions Libraries in the Government Ministries, and Departments (ii) As mentioned in (a) and (b) above, officers in Public Service are strictly allowed to sit for Public libraries this competitive examination. (Officers in Library committees.

2. It is compulsory for every applicant to satisfy all

Note:

1.

the qualifications relevant to the post on or before the closing date of applications. 3. Every applicant shall be physically and mentally fit in every aspect to perform the duties of the post

4. Applicants shall be of excellent character. Shall have been confirmed in public service (mentioned in above 6.3 a and b) as at closing date of application. Should not have been subject to a disciplinary punishment as per the provisions set out in Public Service Commission Circular No.

01/2020 and that fact shall be certified by the Head

Pass

mark

40%

40%

40%

I කොටස : (IIඅ) ඡෙදය - ශුී ලංකා පුජාතාන්තුික සමාජවාදී ජනරජයේ ගැසට් පතුය - 2020.07.24 PART I: SEC. (IIA) - GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA - 24.07.2020

Marks

100

100

100

and to serve in any part of Sri Lanka.

of the Department.

Subjects

Library Science

2. Intelligence Test

1016

General Knowledge

consist of three question papers. The examination will be held in Sinhala, Tamil and English media and the applicants will not be allowed to change the medium of examination selected by them.

Duration

03 hours

01 hour

01 hour

7.0 Scheme of Examination.— This examination will

The syllabus prescribed for the above subjects is as follows: 7.1 (01) Library science: 1. Libraries and Librarianship

Libraries and history of libraries

Role of the members of libraries.

awareness and understanding of social, cultural, educational, political, economical and any other relating factors operating at national, regional and

This paper will be designed to assess the applicants'

global environment or organizations as well as our

society and also to assess general knowledge of

for short answers. All the questions are

applicants in Library Science and library field.

compulsory. Duration is 01 hour.

Note: Applicants should score a minimum of 40%

marks for each paper to become qualified for an

appointment. Appointments will be made strictly following the order of merit so as to fill the number

of vacancies reserved for limited competitive

Paper consisting of 50 questions in the nature of multiple choice questions and questions

7.3 (03) General Knowledge

examination. 8.0 Examination Fees.- Examination fee is Rs. 600/-. This fee can be paid to any Post Office or Sub Post Office under the head 20- 03-02-13 of the Commissioner General of Examinations. The receipt obtained should be affixed in the relevant cage of the application so as not to be detached. (It is advisable to keep a photocopy of the receipt for future reference.) It is kindly informed that any fee would

not be charged in addition to the said exam fee. Under no

circumstances the examination fee will be refunded and

9.0 Applications.- Applications should be prepared in the

(a) Cages from 1.0 to 3.4 should appear on the first

(b) Cages from 4.0 onwards should appear on

following manner using both sides of a paper of size A4 (21

money orders and stamps are not accepted.

X 29 cm) (normal half sheets).

side of the page.

the other pages using both sides of the sheet of paper and the application should be filled in the same language applicant expects to sit for the exam. (c) The title of the examination appearing in the specimen should be indicated in English language as'well, on both Sinhala and Tamil application forms. 9.1 Since applications which are incomplete and not prepared in accordance with the specimen

form included in the notification shall be

rejected without any notice, applicants shall

PART I: SEC. (IIA) - GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA - 24.07.2020 personally or publish the results in the website of the Department of Examinations, Sri Lanka www.results.exams.gov.Ik.

10.0 Applications duly perfected should be sent by registered post through the Head of the Department to reach the following address on or before 24th of August

2020 and the applicants are requested to submit their

Organization (Institutional and Foreign Examinations)

11.0 Appearing for the Examination. - A notification will

be published in the newspapers by the Sri Lanka Examination

Department as soon as the admission cards are issued to the

applicants. If the admission card is not received even after 2

or 3 days of such an advertisement, steps should be taken to

notify the Organization (Institutional and Foreign

Examinations) Branch of the Department of Examinations

in the manner specified in the advertisement. When making

such notice the name of the examination, full name of the

applicant, national identity card number and address shall be

indicated accurately. In case of applicants outside Colombo, it would be advisable to send a letter of request including the

said details indicating a fax number to which a copy of the

admission card can be obtained promptly to the fax number

mentioned in the advertisement. It would be advisable to

keep the following in hand at the time of calling in order to

12.0 The Head of Department should be prepared to

release the officer if he/she is selected for an appointment.

The Head of Department shall issue a certificate attached at

the end of the application. Further, Heads of Departments

shall approve duty leave for applicants who have been issued

admission cards for the examination by the Commissioner

General of Examinations. Travelling expenses shall not be

Ministry of Public Administration, Home Affairs,

SPECIMEN APPLICATION FORM

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO

Grade III of Sri Lanka Government Librarians' Service - 2019(2020)

2

3

1.0 1.1 Name in full (In English block Capitals):—

1.2 Name in full (In Sinhala/Tamil):

1.3 Name with initials (In Sinhala/Tamil):—

(In Sinhala/Tamil):-----

3.2 National Identity Card No.:

3.3 Mobile Phone Number:

examination.

later.

Date:

2.0 2.1 Name and Address of Office/Department/ Institution

(In English block capitals):———.

2.2 Name and Address of Office/Department /Institution

2.3 Address to which the admission card should be

(For office use only)

(Indicate the relevant number

clearly in the relevant cage)

Provincial Councils and Local Government,

Independence Square,

09th of July 2020.

Language Medium:

Sinhala

English

Tamil

Colombo 07,

12.1 Certifying the signature. The signature of the

applicant in the application and the admission

card for the examination shall have been

applications to the Heads of Department in advance.

Commissioner General of Examinations

Department of Examinations, Sri Lanka

Branch

Colombo.

paid.

1018

P.O. Box 1503,

Conservation and preservation. 2. Knowledge and Organization of Information Classification of books, objectives and

benefits of the same basic rules of classification of books Dewey decimal classification Cataloguing and objectives of cataloguing, Anglo-American Cataloging Rules-2 (AACR) Entries and book description

3. Library Resources and Information

Various library resources

Duration is 03 hours.

(02) Intelligence Test:

Selection of library resourses and the selection process. Acquisition, and its process. Processing. Stock verification and weeding process. Information Communication Technology Effects of the computer technology on library services.

Paper consisting of 50 questions in the nature of multiple choice questions and questions for short answers. All the questions are compulsory. Duration is 01 hour.

This paper will be designed to assess the applicant's

capacity for comprehension, quantification and perception of time-space relations by measuring

applicant's inference and responses to problems

presented in verbal, numerical and spatial context.

the particulars included in the application are accurate, the examination fee has been paid and the details relevant to the same have been included in the application and the receipt is affixed before submitting the application. Further, it would be advisable

to keep a photocopy of the completed application form and the receipt relevant to

the examination fee and the applicants shall be

responsible for any loss incurred by them due

examination fees on or before the closing date of applications and affixed the relevant

receipt and completed the application

accurately shall be issued admission cards by

9.2 All applicants who have paid prescribed

to incomplete applications.

ensure that the application complies with

the specimen given in the notification, all

the Commissioner General of Examinations, on the presumption that only those who possess qualifications as indicated in the Gazette notification have forwarded their applications. Issuance of an admission card to an applicant to sit for the competitive examination does not mean to have accepted that she/he possesses all the qualifications to sit for the examination or for this post. If it was found at the instant where the applicants have been called for the interview for verification

of qualifications that the applicant does not possess the required qualifications, his or her

"Limited

Examination for Recruitment to Grade

III of Sri Lanka Government Librarians'

Service - 2019(2020)" should be written on

the top left-hand corner of the envelope in

Competitive

1017

candidature will be cancelled.

which the application is enclosed

words

9.4 Examination Results:

examination.

following documents shall be accepted.

A valid passport,

The National Identity Card,

Valid driving license of Sri Lanka.

Candidates should be dressed in a manner, which exposes the full face (including ears) ensuring their clear

identification, when entering the examination hall. The

candidates, who refuse to prove their identity in the said

manner shall not be allowed to enter the examination hall.

Further, candidates should remain in the examination hall

from the moment of entering and leaving the examination

hall without covering the face and ears enabling the

examiners to identify them easily. If someone refuses to

follow this, he/ she can be allowed to sit for the examination.

However, examination results shall not be issued for such

14.0 Penalty for Furnishing False Information:-

The applicant should be very careful to include correct

particulars in the application. If it is found that any applicant

is not eligible according to the rules and regulations of this

15.0 Applicants shall be bound by the rules and regulations

imposed by the Commissioner General of Examinations for

the purpose of conducting examinations and issuing results.

The rules imposed for the applicants are printed separately

in the Gazette Notification. They are liable to be subjected

to any punishment imposed by the Commissioner General

of Examinations for violation of these rules and regulations.

Sinhala, Tamil and English languages and in case of any

inconsistency among texts, the Sinhala text shall prevail.

4.2 Ministry or Department to which it belongs:

4.3 Clearly indicate the office and Head of the

4.5 Date of appointment to the present post:——. 4.6 Whether you have been confirmed in the present

4.7 If confirmed, the date of eligibility for confirmation

4.8 Reference No. and date of the letter of confirmation

Particulars of three-year Diploma course of which the

first year has been passed by the applicant to be eligible

to sit for this examination as per Para 6.2 (a) and (b) of

III. Year in which the applicant passed the first year of

4.4 Designation of the Present Post:——

in the present post :-

the examination notification.

I. University/Institute :—

6.0

II. Name of the Diploma:

the course :-

5.0 Educational qualifications:

Institution, where your personal file is maintained

16.0 This examination notification will be published in

candidates, since their identity cannot be proved.

9.3 The

I කොටස : (IIඅ) ඡෙදය - ශී ලංකා පුජාතාන්තික සමාජවාදී ජනරජයේ ගැසට් පතුය - 2020.07.24

The results sheet prepared on the order of aggregate of marks of the applicants who secure not less than 40% for each subject as per note in 7.0 of this notification shall be submitted to the Director General of Combined Services, Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government. Action shall be taken by the Department of Examinations to send the results to all the applicants

12.2 Every applicant should furnish the admission

13.0 Candidates shall be required to prove their identity

in the examination hall to the satisfaction of the supervisor

for each subject they offer. For this purpose, any of the

card in which his/ her signature has been

attested to the supervisor of the examination on the first day on which he/she sit for the

examination, his/her candidature can be cancelled at any prove any detail inquired by the Department of Examinations: time before, during or after the examination. Further, if it is i.e. copies of the application form kept at your possession, found that any information furnished by a applicant is false, the receipt obtained for the payment of the examination fee he/she is liable to dismissal from the public service at any and receipt of registration of the application. time.

Any matter not referred to herein shall be determined by the attested by the Head of Department or an Director General of Combined Services. All the applicants authorized staff officer. I කොටස : (IIඅ) ඡෙදය - ශීු ලංකා පුජාතාන්තික සමාජවාදී ජනරජයේ ගැසට් පතුය - 2020.07.24 PART I: SEC. (IIA) - GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA - 24.07.2020 shall be bound to act in accordance with the common rules 3.4 Date of birth: and regulations indicated in this Gazette notification. Date: Month: Year: S. Alokabandara, Director General of Combined Services, 4.0 Particulars of the Service: Ministry of Public Administration, Home Affairs, 4.1 Name of the institution where the applicant serves Provincial Councils and Local Government.

sent (In English block capitals) :-3.0 3.1 Sex: Female - 1 Male - 0 (Indicate relevant number in the cage)

completed and/or any information erroneously being included here. Further I also state that all sections herein have been correctly filled. II. I am aware that if any particulars contained herein are found to be false, I am liable to be disqualified before appointment and to dismissal from service if

the inaccuracy is detected after appointment.

III. I hereby agree to abide by all the rules and

IV. I do not change any information mentioned herein

regulations imposed by the Commissioner General

of Examinations for the purpose of holding this

Signature of Applicant.

Attestation of Applicant's Signature I hereby certify that Mr./ Mrs./ Miss who submits this application is known to me personally and that he/she placed his/her signature in my presence on and further the officer has paid the prescribed

examination fee and pasted the receipt on the application. Date :-Signature of the Officer attesting the signature.

Full name of the Officer, attesting the Signature :—

presently employed in this department,

Designation:——.

(To be confirmed by official stamp)

Address:

I certify that,

Certification by the Head of the Department I. Mr/Mrs/Ms the applicant, is

07 - 688

- Particulars of the receipt obtained for the examination I. Post office/ sub post office to which the payment has been made :---II. Number and the date of the receipt :-III. Amount paid:———
 - VI. The particulars indicated in his/her application have been compared with the documents of the Department and found to be correct and further he/ she is eligible to sit for the examination according to the regulations of the examination notification.
- Designation: Address:----

The signature should be certified only by the Head

of the Department or an authorized staff officer. The

officer, who certifies, should be satisfied each

and every way with the accuracy of information provided. The applications of those who do not meet the eligibility criteria shall not be submitted to the Commissioner General of Examinations.

Receipt is to be affixed here so as not to be detached. (Please keep a photocopy of the receipt) 7.0 Applicant's Certificate: I. I solemnly declare that particulars furnished by me in this application are true and accurate to the best of my knowledge. I agree to suffer any loss that may be caused as a result of any information not being 1019 I කොටස : (IIඅ) ඡෙදය - ශී ලංකා පුජාතාන්තික සමාජවාදී ජනරජයේ ගැසට් පතුය - 2020.07.24 PART I: SEC. (IIA) - GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA - 24.07.2020

IV. he/she has not been subjected to a disciplinary punishment as per the provisions set out in Public Service Commission Circular No. 01/2020 as at the closing date of applications, V. He/ She can be released from the present post if selected for a post on the result of the examination, Signature of the Head of the Department and official stamp. Name:

Note-

II. He/She has been confirmed in the post of Library Assistant/ Library Attendant and has completed a 10 years of active period of service on or before the closing date of applications,

III. A letter has been issued to him/her confirming in the post of Library Assistant/ Library Attendant,

Source: Government Gazette (2020.07.24)