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# Open 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,

PART 1: SEC. (IIA) - GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA - 24.07.2020 open competitive examination for recruitment to Grade III. The officer is required to obtain the proficiency

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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 - 11 x660 - 10x730 - 10x750 -Rs. 57,550. 4.0 This post is permanent and pensionable. The pension and the pension scheme entitled to the officers appointed to Grade III of Sri Lanka Librarians' Service shall be

determined in accordance with the policy decision made by the Government in future. 5.0 Service conditions: I. An officer appointed to the Grade III of Sri Lanka Government Librarians' Service on the

## shall be subjected to a probation period of

three (03) years from the date of appointment. If an officer passes the first Efficiency Bar examination conducted by the Commissioner General of Examinations and the Head of the Department is satisfied to the effect that his/her work, conduct and attendance are satisfactory, it shall be informed to the Director General of Combined Services at the end of three years and the Director General of Combined Services shall confirm the officer in the post, of he is also satisfied on the same. 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

results of the Open Competitive Examination

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the closing date of the application.

is required to make such transfer.

- 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. 6.0 Qualifications: - Applicants are required to possess following qualifications for recruitment to posts in Grade III
- of Sri Lanka Government Librarians' Service. (a) Shall be a citizen of Sri Lanka
  - (c) Shall be not less than 18 years and not more than 30 years of age as at the closing date of
  - applications.

(b) Applicants shall be of excellent character.

(Accordingly applicants whose date of birth falls on or before 24.08.2002 and on or after 24.08.1990 are strictly eligible to apply for the examination)

(d) Educational Qualifications: I. Shall have passed the G.C.E. (O/L) examination at one sitting with six (06) subjects including credit passes for Sinhala/

Tamil/English and Mathematics and two

Association.

other subjects and II. Shall have passed the G.C.E (A/L) examination at one sitting with all subjects (Except General Test and General English)

(e) Professional Qualifications:

- Shall have completed the three year diploma in Library Science at a university recognized by the university grants commission. Or
- II. Shall have completed the three year diploma in Library Science offered by Sri Lanka Library

Or III. 'Shall have acquired a higher qualifications in Library Science than the (i) and (ii) above. (Such qualifications shall be determined by the Director

General of Combined Services communicating with the authorities of the relevant universities

and Sri Lanka Library Association).

1021 Libraries in pirivenas, temples and libraries in other religious institutions Library committees -Structure, necessity,

significance and role

Organizations of professionals in relation ii. Every applicant shall be physically and mentally to field of library science and functions fit in every aspect to perform the duties of the post of such organizations - National & and to serve in any part of Sri Lanka.

examination selected by them.

ii. Intelligence Test

iii. General Knowledge

- 7.0 Scheme of Examination. This examination shall consist of three question papers. The examination shall be held in Sinhala, Tamil and English medium and the
- Subjects Marks Duration Pass mark Library Science 100 03 hours 40%

100

100

01 hour

01 hour

libraries of the modern and ancient world

Origin and evolution of the art of writing and

other written media including books

40%

40%

applicants will not be allowed to change the medium of

The syllabus prescribed for the above subjects is as follows: 7.1 (01) Library Science (1) Libraries and Librarianship Libraries and history of libraries, main

Origin of printing technology, expansion and the influence of the printing technology on libraries and the subject of social development

Types of libraries

#### libraries in the institutions such as Government Ministries, Departments

libraries.

School libraries

Academic libraries

Special libraries

Structure, functions and services of libraries in universities and other higher educational institutions.

Structure, functions and services of

and Co-operations and research

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question

structured

applicant's

(4) Information Communication Technology

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- Public libraries
- Application of computer technology in libraries, significance and productivity of information technology in activities and functions

paper

covering above 4 fields. All the

for

type

essay

This paper will be designed to assess the

consisting

comprehension,

international levels (Sri Lanka, India, America, Britain) Buildings of libraries - Planning and other aspects to be considered Establishments of a library in an existing

building, organization or improvement

- Maintenance, conservation and preservation of library equipment Disasters and disaster management Information (2) Organization of and
  - Knowledge Objectives and benefits of book classification

Main classification methods applied in the

libraries in Sri Lanka: Dewey decimal

universal

decimal

classification Objectives of cataloguing, Anglo-American Cataloging Rules (AACR)

Compilation of entries using AACR-2

classification,

Bibliographical description

(3) Library Resources and Information Services Various library resources Improving collections, policies for improving

collections and importance of the same

ii. Technological services including

acquisition process, processing;

Acquisition, process including selection of library resources: i. Principals and sources of the selection of library resources;

Stock taking and weeding process. Publishing, copyright and censorship Current awareness service

Educational programmes for readers

Public relations and publicity for libraries

application so as not to be detached. (It is advisable to keep a photocopy of the receipt for future reference.) It would be kindly informed that any fee is not charged in addition to the said exam fee. Under no circumstances the examination

questions are compulsory. Duration is 03 (normal halfsheets) hours. (a) Cages from 1.0 to 3.5 should appear on the first side of the page. 7.2 (02) <u>Intelligence Test</u>

of

questions

PART I: SEC. (IIA) - GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA - 24.07.2020

accepted.

### quantification and perception of time-space relations by measuring applicant's inference and responses to problems presented in verbal,

A question paper consisting of 50 multiple

capacity

numerical and spatial contexts.

choice questions and questions for short answers. All the questions are compulsory. Duration is 1 hour. 7.3 (03) General Knowledge This paper will be designed to assess the applicants awareness and understanding of

social, cultural, educational, political, economic

and any other relating factors operating at

national, regional and global environment or

organizations as well as our society and also

to assess general knowledge of applicants in

A question paper consisting of 50 multiple

choice questions and questions for short

Library Science and library field.

answers. All the questions are compulsory. Duration is 1 hour. *Note*: Applicants should score a minimum of forty percent (40%) marks for each paper to become

qualified for an appointment. Appointments will be

made strictly following the order of marks so as

to fill the number of vacancies reserved for open

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 and the receipt obtained in the name

of applicant should be affixed in the relevant cage of the

competitive examination.

enclosed.

Commissioner

PART I: SEC. (IIA) - GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA - 24.07.2020 that the applicant does not possess the required qualifications, his or her candidature shall be cancelled. 9.2 The words "Open Competitive 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 which the application is

should have been attested by a Principal of

a Government School, Justice of the Peace,

Commissioned Officer in the armed forces, an

officer holding a gazetted post in the Police

Service or an Officer in Staff Grade holding a

registered post to reach the following address on or

9.4 Applications duly perfected should be sent by

Commissioner General of Examinations

Organization (Institutional and Foreign

Sri Lanka 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 notification, steps should be taken to notify

the Organization (Institutional and Foreign Examinations)

Branch of the Department of Examinations, Sri Lanka 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. Further, it would be

advisable to keep a copy of the completed application form

and the receipt obtained by payment of examination fee/

permanent post in the Public Service.

before 24th August 2020.

Examinations) Branch,

for Oaths, Notary

9.3 Applicant's signature in the application form

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.

fee will be refunded and money orders and stamps are not

9.0 Applications.— Applications should be prepared in

(b) Cages from 4.0 onwards should appear on the

other pages using both sides of the sheet of paper

the following manner using paper of size A4 (21 X 29 cm)

perfected accurately shall be rejected without any notice. Applications of those who haven't paid the examination fee on or before the due date shall also be rejected. Applicants should be responsible for any loss incurred by them due to incomplete applications. It would be advisable to keep a

photocopy of the completed application form and the receipt.

It is the responsibility of the applicant to make sure that the

application form perfected by him/herself complies with the

specimen given in the examination notice and the prescribed

examination fee has been paid and the particulars are included in the application and the receipt is affixed. If

9.1 All applicants who are within the age limit

indicated in the notification have forwarded the applications along with the receipt obtained by

otherwise the application may be rejected.

Applications which are not prepared in accordance

with the specimen form and which are incomplete and not

paying the prescribed examination fees on or before the closing date of applications shall be issued admission cards, by the Commissioner General of Examinations, on the presumption that only those who possess qualifications as indicated in the Gazette Notification and within the range of age mentioned in the notification. Issuance of an admission card to a applicant to sit for the competitive examination does not mean to have accepted that he/ she possesses all the qualifications to sit for this examination or for this post. If it was found at the interview 1023 I කොටස : (IIඅ) ඡෙදය - ශුී ලංකා පුජාතාන්තුික සමාජවාදී ජනරජයේ ගැසට් පතුය - 2020.07.24

the admission 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.

11.0 Examination Results.— 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 personally or publish the results in the website of the Department of Examinations, Sri Lanka www.results.exams.gov.lk. 12.0 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 following documents shall be accepted. The National Identity Card (a) A valid passport (b)

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

he/she is liable to dismissal at any time from the public service. 14.0 Applicants shall be bound by the rules and regulations imposed by the Commissioner General of

Examinations for the purpose of conducting examinations

Department of Examinations, Sri Lanka candidates, who refuse to prove their identity in the said P.O. Box 1503, Colombo manner shall not be allowed to enter the examination hall. Further, candidates should remain in the examination hall 10.0 Sitting for the Examination.— A notification shall be from the moment of entering and leaving the examination published in newspapers by the Department of Examinations,

(c)

the receipt relevant to the examination fee, if the payment of examination fee is applicable and receipt of registration of the application to prove any particular requested by the Department of Examinations. Every applicant shall furnish

and issuing results. They are liable to be subjected to any

punishment imposed by the Commissioner General of Examinations for violation of these rules and regulations.

15.0 This examination notification will be published in

Sinhala, Tamil and English languages and in case of any

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inconsistency among texts, the Sinhala text shall prevail. Any matter not referred to herein will be decided by Director General of Combined Services. All applicants are bound to comply with the general examination rules published in this Gazette. S. ALOKABANDARA, Director General of Combined Services, Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government. Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government, Independence Square, Colombo 07, 09th of July 2020. SPECIMEN APPLICATION FORM OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III of Sri Lanka Government Librarians' Service - 2019(2020)

Language Medium of Examination:

2

3 4

Sinhala

English

Tamil

(For office use only)

(Indicate the correct number in the cage)

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

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) :—

2.0 2.1 Permanent Address (In English block capitals):

2.2 Permanent Address (In Sinhala/Tamil):———.

2.3 Address to which the admission card should be

(Indicate ✓ in the Relevant cage) (Indicate particulars, if the answer is yes) Yes No .....

6.0 Have you ever been convicted of any offence in a court

Other qualifications:

of Law?

fee:

8.0 Applicant's Certificate:

filled.

Amount:----Receipt is to be affixed here so as not to be detached. (Please keep a photocopy with the applicant)

Number and date of the receipt:-----

II. I am aware that if any particulars contained herein are found to be false, I am liable to disqualification before appointment and to dismissal from service if the inaccuracy is detected after appointment.

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 cause as a result of incompleteness of sections

and/or provision of erroneous information. I also state that all sections herein have been correctly

III. I hereby agree to abide by all the conditions imposed by the Commissioner General of Examinations for 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

13.0 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

examination, his/her candidature can be cancelled at any

time before, during or after the examination. Further, if it is

found that any information furnished by a applicant is false,

candidates, since their identity cannot be proved.

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 3.2 National Identity Card No. : 3.3 Mobile Phone Number: 3.4 Date of birth: Date: Month: Year: 3.5 Age as at **24.08.2020**:

Months:

4.1 Particulars of G.C.E (O/L) Examination:

Grade

I Year and Month of the Examination :-

Years:

4.0 Educational qualifications:

III Results:

Subject

1.

2.

3.

4.

5.

II Index Number:-

Days:

Grade

1025

Subject

6.

7.

8.

9.

10.

examination as per Para 6.0 (e) of the

III. Effective date of the Diploma/Degree :

I. Name of the University/Institute :—

II. Diploma/Degree :----

II Index Number:  III Results:	
1.	
2.	
3.	
4.	

examination notification:

- PART I: SEC. (IIA) GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA 24.07.2020 9.0 Attestation of Applicant's Signature: I hereby certify that Mr./Mrs./Miss .....
  - 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

who submits this application is known to me personally

Signature of the Officer attesting the signature. Name in full of the Officer, attesting the Signature :— Designation:-----Address :-(To be affirmed by official stamp)

I hereby certify that Mr./Mrs./Miss ..... who is submitting this application, is serving in a permanent post at this Department, he/she has satisfied the qualifications

(This part is strictly applicable to the officers in Public

10.0 Recommendation of the Head of Department:

Date :-----Signature of the Head of the Department.

(To be affirmed by the official stamp) 07 - 687

- herein subsequently.
- Signature of Applicant. Date :---

applications. 7.0 Particulars of the receipt obtained for the examination Date :-----Post office/Sub Post Office to which the payment was

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for applying for this post as per this examination notification and it is possible to release him/her from the post held at present, if selected for the said post.

Service at present)

Name :-Post :-----Address:

Source: Government Gazette (2020.07.24)

the purpose of holding this examination. IV. I shall not change any information mentioned