

JA-ELA PRADESHIYA SABHA - KANDANA

APPLICATIONS are invited for recruitment to posts mentioned in following Schedule, in the Western Province Public Service in the Ja-Ela Pradeshiya Sabha Vacant from those who have minimum qualifications and permanent residents within the Western Province.

Serial No.	Posts	Nos. of Posts	Salary Scale	Educational Qualification
01	Driver III	03	PL 3-2016 Rs. 25,790 -10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,990	<p>Educational Qualification : Should have passed 6 subjects with two credit passes including Sinhala/Tamil Language not more than two sitting in the G. C. E. (O/L) Examination (5 subjects out of this should have passed in one sitting)</p> <p>Professional Qualification :</p> <ol style="list-style-type: none"> Should passes heavy vehicle License (Light Vehicle net Weight 34 Hondas and bus with not more than 32 passengers License Namely 'A1' and 'C1' Class License or according to new driving license 'B' and 'D1' License otherwise heavy vehicle net weight more than 34 Hondas and bus with more than 32 passengers license issued by the Motor Traffic Commissioner General on certificate of specialist or 'A' class license or 'D' class license according to new driving license.) Sound knowledge in the regulation of Highways. <p>Experience : Should have three years experience in driving after receiving license (should prove with certificate).</p> <p>Body Conditions : Minimum height should be 5 feet should have good health for serving day and night period and should have good eye sight.</p> <p>Method of Recruitment : Recruitment will be made by professional test and ordinary interview.</p> <p>Professional Test : Should pass the examination of measuring specialized in Driving, preliminary knowledge in Highway code preliminary knowledge in Motor Machinery Science conducted by the Board with the representative of this Department and Examiner of Motor Traffic and an officer Traffic Police.</p>

Serial No.	Posts	Nos. of Posts	Salary Scale	Educational Qualification
02	Motor Technician (Technician Grade III)	01	PL 2-2016 Rs. 25,250 - 10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,450	<p>Duty in relevant Post : Should identify the mistakes in motor/diesel vehicles and machineries and repairing and maintaining vehicles and machineries.</p> <p>Limited Recruitments :</p> <p>Educational Qualification : Should have passed 6 subjects with two credit passes not more than two sittings in the G. C. E. (O/L) examination (5 subjects out of this should have passed in one sittings).</p> <p>Professional Qualifications : Should have specialist in National Vocational Qualification (NVQ) Level two in order to decision of Teritary, Vocational studies Commission according to order of relevant post or should have minimum experience not less than 06 months in relevant field.</p> <p>Experience : Should have completed 05 years good and satisfactory service and should be permanent in the preliminary grade post in the institute of Local Government.</p> <p>Method of Recruitment : There is a structure interview to examine the preliminary qualification and health condition and recruit the applicants according to scoring marks.</p> <p>(The marks will be given under the main heading such as additional education to the preliminary educational qualification, practical knowledge in the relevant field and personality) (Note.- If there is no limited applicants to fill the vacancies, open applicants will be called to fill the vacancies).</p> <p>For the Open Recruitments :</p> <p>Educational Qualification : Should have passed 6 subjects with two credit passes not more than two sittings in the G. C. E. (O/L) examination (5 subjects out of this should have passed in one sittings).</p>

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				<p><i>Professional Qualification :</i> Should have specialist in National Vocational Qualification (NVQ) Level two in order to decision of Teritary, Vocational studies Commission according to order of relevant post and should have minimum experience not less than 06 months in relevant field (It is proved with the certificate)</p> <p>(The marks will be given under the main heading such as additional education to the preliminary educational qualification General Knowledge and personality)</p>
03	Electrical Technician (preliminary Half Technician Grade III)	01	PL 2-2016 Rs. 25,250 -10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,450	<p><i>Duty in relevant post :</i> Installing all kind of electricity, distributing electricity, maintaining electricity service, maintaining electrical apparatus and machinaries.</p> <p><i>Educational Qualification :</i> Should have passed 6 subjects with two credit passes not more than two sittings in the G. C. E. (O/L) examination (5 subjects out of this should have passed in one sittings)</p> <p><i>Professional Qualification :</i> Should have specialist in National Vocational Qualification (NVQ) Level two in order to decision of Teritary, Vocational studies Commission according to order of relevant post or should have minimum experience not less than 06 months in relevant field (it is proved with the certificate)</p> <p><i>Method of Recruitment :</i> There is a structure interview to examine the preliminary qualification and health condition and recruit the applicants according to scoring marks. (The marks will be given under the main heading such as additional education to the preliminary educational qualification, practical knowledge in the relevant field and personality)</p> <p>(<i>Note.</i>– If there is no limited applicants to fill the vacancies, open applicants will be called to fill the vacancies.)</p> <p><i>For the Open Applicants :</i> <i>Educational Qualification :</i> Should have passed 6 subjects with two credit passes not more than two sittings in the G. C. E. (O/L) examination (5 subjects out of this should have passed in one sittings)</p>

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				<p><i>Professional Qualification :</i> Should have specialist in National Vocational Qualification (NVQ) Level two in order to decision of Teritary, Vocational studies Commission according to order of relevant post or should have minimum experience not less than 06 months in relevant field (It is proved with the certificate)</p> <p><i>Method of Recruitment :</i> There is a structure interview to examine the preliminary qualification and health condition and recruit the applicants according to scoring marks.</p> <p>(The marks will be given under the main heading such as additional education to the preliminary educational qualification, practical knowledge in the relevant field and personality)</p>
04	Compounder	01	PL 2-2016 Rs. 25,250 -10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,450	<p>Should have passed six (06) subjects with two credit passes in the G. C. E. (O/L) Examination not more than two sittings. (out of these minimum five (05) subjects should passed in one sittings)</p> <p><i>Experience :</i> Should have an experience not less than one year in the relevant field in a Government Ayurvedic Hospital or in a Ayurvedic Hospital registered and approved by the Government.</p> <p><i>Mode of Recruitment :</i> Based qualifications and Health Condition of the body will be examined in a structured interview and posts will be recruited according to marks scoring in it and look into important requirements wanted to be considered in a General Interview.</p> <p>(Marks will be given under the main captions such as Educational Qualification additional to the Basic Educational Qualification for recruitments, knowledge on incidents occurred in the current period, personality etc. in the structured interview.</p>
05	Office Official Assistants	02	PL 1-2016 Rs. 24,250 -10x250 -10x270 - 10x300 -12x320 - Rs. 39,410	<p>Should have passed six (06) subjects with two credit passes in the G. C. E. (O/L) examination not more than two sittings (Out of these minimum five (05) subjects should have passed in one sittings)</p>

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				<p><i>Mode of Recruitment :</i> Based qualifications and Health Condition of the body will be examined in a Structured Interview and posts will be recruited according to marks scoring in it and look into important requirements wanted to be considered in a General Interview.</p> <p>(Marks will be given under the main captions such as Educational Qualification additional to the Basic Educational Qualification for recruitments. Knowledge on incidents occurred in the current period personality etc. in the Structured Interview.</p>
06	Watchers (Non Primary Technician Grade III)	03	PL 1-2016 Rs. 24,250 -10x250-10x270 - 10x300 -12x320 - Rs. 36,410	<p>Should have passed six (06) subjects with Two Credit passes in the G. C. E. (O/L) examination not more than two sittings (Out of these minimum five (05) subjects should passed in one sittings)</p> <p><i>Mode of Recruitment :</i> Based qualifications and Health condition of the body will be examined in a Structured Interview and posts will be recruited according to marks scoring in it and look into important requirements wanted to be considered in a General Interview.</p> <p>(Marks will be given under the main captions such as Educational Qualification additional to the Basic Educational Qualification for recruitments, General Knowledge on incidents occurred in International and National Level in the current period, personality etc. in the Structured Interview.</p>
07	Library Assistant (Non Primary Technician Grade III)	01	PL 1-2016 Rs. 24,250 -10x250-10x270 - 10x300 -12x320 - Rs. 36,410	<p>Should have passed six (06) subjects with Two Credit Passes in the G. C. E. (O/L) Examination not more than two sittings (Out of these minimum five (05) subjects should passed in one sittings)</p> <p><i>Mode of Recruitment :</i> Based qualifications and Health Condition of the body will be examined in a Structured Interview and posts will be recruited according to marks scoring in it and look into important requirements wanted to be considered in a General Interview.</p> <p>(Marks will be given under the main captions such as Educational Qualification additional to the Basic Educational Qualification for recruitments, Knowledge on incidents occurred in the current period, personality etc. in the Structured Interview.</p>

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08	Sanitary Labours (Non Primary Technician Grade III)	03	PL 1-2016 Rs. 24,250 -10x250-10x270 - 10x300 -12x320 - Rs. 36,410	Should have passed Grade 08 or Year 09. <i>Mode of Recruitment :</i> Based qualifications will be examined in a Structured Interview and Posts will be recruited according to marks scoring in it and look into important requirements wanted to be considered in a General Interview. (Marks will be given under the main captions such as those who are working for five (05) years on casual, substitute, contract basis in an institution of Local Government (at 5 marks per a year) General Knowledge on incidents occurred in International and National Level in the current period personality etc. in the Structured Interview.
09	Work/Field Labours (Non Primary Technician Grade III)	06	PL 1-2016 Rs. 24,250 -10x250-10x270 - 10x300 -12x320 - Rs. 36,410	Should have passed Grade 08 or Year 09. <i>Mode of Recruitment :</i> Based qualifications will be examined in a Structured Interview and Posts will be recruited according to marks scoring in it and look into important requirements wanted to be considered in a General Interview. (Marks will be given under the main captions such as those who are working for five (05) years on Casual, Substitute, contract basis in a Institution of Local Government (at 5 marks per a year). General Knowledge on incidents occurred in International and National Level in the current period, personality etc. in the Structured Interview).

01. Other General Qualification for the above mentioned Post :

- (i) Should be a continuous 3 years permanent residents within the Western Province on the closing date of application ;
- (ii) Other post except post of Work Field Administrator, should be not less than 18 years and more than 45 years on the closing date of applications. (Age limit will not be applicable those who are already in the Public/Provincial Public Service) ;
- (iii) Should be a citizens of Sri Lanka by descent or by registration ;
- (iv) Should have good characters and good health to work anywhere within the Western Province ;
- (v) Should not be convicted in the court under Penal Code or dismissed from Public/Provincial Public Service.

02. Method of Recruitment and applying :

- (i) Should be selected those who are qualified by a Structure/Interview, professional interview and General Interview according to the provisions of Service Regulation of each post ;

- (ii) Applicant should prepare the applications according to specimen form and send to reach Secretary, Ja-ela Pradeshiya Sabha, Kandana on or before 21.09.2018 by registered Post (Those who are already in the Public Service or Provincial Public Service should send their application through their Heads of Departments) ;
- (iii) The relevant post should be mentioned clearly on the left corner of the envelope which contains application ;
- (iv) Copies of following documents should be attached with application :
 - (a) Birth Certificate ;
 - (b) Educational Certificate (In order to relevant) ;
 - (c) Certificate Professional Experience (in order to relevant).

03. *Terms of Services.* – This post is permanent and pensionable and it is subjected to policy decision to be taken by the Government.

04. After inviting these applications, all right to withholding or delaying recruitments or power of cancelling and amending this notice reserve to the Secretary to the Ja-Ela Pradeshiya Sabha.

05. Applicants only who have completed minimum qualifications should call for the Professional test, interview.

(If any differences appear in the Tamil, English Languages please note that preference will be given to the Sinhala Language).

K. H. KAPILA KUMARA,
Secretary,
Ja-ela Pradeshiya Sabha.

Office Ja-Ela Pradeshiya Sabha,
Kandana,
31st August, 2018.

Specimen Form

JA-ELA PRADESHIYA SABHA

APPLICATION FOR POST OF

- 1. Name with Initials : _____.
- 2. Names denoted by initials : _____.
- 3. Permanent Address : _____.
- 4. District of permanent residence : _____.
- 5. Sex (male/female) : _____.
- 6. Date of Birth : Year : _____, Month : _____, Date : _____.
- 7. The age as on (application closing date) : Years : _____, Months : _____, Days : _____.
- 8. Are you a citizen of Sri Lanka either by decent or registration : _____.
- 9. Civil status : _____.
- 10. National Identity Card Number :

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- 11. Contact details : Mobile : _____, Land : _____.

- 12. Educational Qualification (Should attach the copies of Certificates) : _____.
- 13. Professional Qualification and Other Qualification (Should attach the copies of Certificates) : _____.
- 14. Service Experience : _____.
- 15. Are you convicted before the Court ? if so, give the details : _____.

I declare the information furnished by me in the application are true and accurate to the best of my knowledge and belief and I am aware that if any statement is found to be false, I am liable to be disqualified and also liable to be dismissed from service if I found to be false after my appointment to the post.

Signature of the Applicant.

Date : _____.

Recommendation of Head of the Department :

I recommended and submit the application that Mr./Mrs./Miss. _____ has been serving in this Department as a _____. I certify that his/her working and behavior are satisfield and he has not subjected to whatever disciplinary action and he never decide to do such action. She/He can be/cannot be released from service if she/ he is recruited to this post.

Signature of Head of the Department.

Date : _____.