



**CALLING APPLICATIONS FOR THE POSTS OF PRE-PRESS PRINTER AND OFFSET LITHO MACHINE OPERATOR - GRADE III, SERVICE CATEGORY OF PUBLIC MANAGEMENT TECHNICAL SEGMENT 3 OF THE DEPARTMENT OF CENSUS AND STATISTICS TO FILL IN THE VACANCIES ON LIMITED BASIS**

APPLICATIONS are invited for the post of Pre-press Printer and Offset Litho Machine Operator - Grade III, Service Category of Public Management Technical Segment 3 of the Department of Census and Statistics according to the recruitment procedure to select suitable individuals as follows to fill in the vacancies on limited basis.

Vacancies available for the posts are as follows :

Pre-press printer	-	02
Offset Litho Machine Operator	-	01

02. *Nature of the Post.*- This post is permanent and pensionable (subjected to any policy formulated by the Government in future regarding the pension scheme you are entitled to.

03. *Salary Code and Salary Scale :*

3.1 Salary Code : MT 01-2016

3.2 Salary Scale : Entitled to a monthly salary scale of Rs. 29,840 -10x300 -11x350 - 10x560 - 10x660 - Rs. 48,890.

The salary at the appointment will be decided on Public Administration Circular No. 03/2016 dated 25.02.2016.

04. *Duties of the posts.*– Pre-press printer

- \* Page layout
- \* Camera processing
- \* Film preparation and page layout
- \* Ripping
- \* Image setting
- \* Making plates
- \* Making polymer plates
- \* Operating digital printing machines

*Offset Litho Machine Operator :*

- \* Operating Offset Litho Printing Machines
- \* Obtaining colour and black and white duplications

05. *Conditions of the recruitment :*

5.1 *Educational Qualifications :* G. C. E. (O/L) with 6 subjects at a single sitting with Sinhala/Tamil/English language, Mathematics and for 2 more subjects.

5.2 *Professional Qualifications :* Irrelevant.

5.3 *Experience :*

Pre-press Printer :

Being an officer in the posts of Camera Operator, Plate Maker, Typesetter with completion of an active service period of not less than 10 years in the printing division of the Department of Census and Statistics.

Offset Litho Machine Operator :

Being an officer in the posts of Litho Machine Operator and Machine Attendant with completion of an active service period of not less than 10 years in the printing division of the Department of Census and Statistics :

*And*

Having followed and obtained the certificate of a course on Litho Machine Operating for not less than 6 months from a recognized institution.

5.4 *Physical Qualifications.*– Each candidate should possess a sound physical and mental health condition to work in any part of Sri Lanka and to discharge his/her official duties.

5.5 *Other Qualifications :*

1. Appointment should have been confirmed in service,
2. Applicant should be a Sri Lanka citizen,
3. Applicant should possess an excellent character,
4. He/she should have an active and satisfactory service period of 5 years closer to the date of calling applications.
5. All required qualifications for the post should have had obtained before the closing date of applications as mentioned in the application calling notification.

*Note.*– All applicants should confirm their Educational Qualifications and Experience by producing valid certificates and these qualifications should be completed by the closing date of applications.

5.6 *Age limit :* Irrelevant. He/She should be at the age of between 18 and 35 years.

06. *Recruitment method.*– Applicants will be appointed to each post according to the skills order as per results obtained for the competency evaluation interview conducted by the interview board appointed by the Director General of Department of Census and Statistics. The detailed marking scheme for the competency evaluation interview is mentioned in the Annexure 1.

07. The applications prepared according the specimen form in this notification should be completed accurately and having indicated the post applying on the top left corner of the cover, should be sent through register post to reach "Director General, Department of Census and Statistics, No. 306/71, Polduwa Road, Battaramulla on or before 17.09.2018.

08. All required qualifications for the post should have had obtained before the closing date of applications and incomplete applications or applications received after the closing date will be rejected without further notice.

09. Final decision of the recruitment for the post will be taken by the Director General of Department of Census and Statistics.

I. R. BANDARA,  
Director General (*Actg.*),  
Department of Census and Statistics.

*Annexure 2*

**Limited Recruitment for the Posts of Pre-press Printer and Offset Litho Machine Operator - Grade III, Service Category of Public Management Technical Segment 3 of Department of Census and Statistics**

COMPETENCY EVALUATION INTERVIEW - MARKING SCHEME

<i>Main Scoring Headings</i>	<i>Maximum Scores</i>
<p><b>1. Additional Educational Qualifications :</b></p> <p>If passed G. C. E. (O/L) 5 marks</p> <p>If passed English Language in G. C. E. (O/L) 5 marks</p> <p>For Distinction or very good pass (A/B/D) 3 marks</p> <p>For Credit pass 1 mark</p> <p>For Ordinary pass</p>	10
<p><b>2. Additional Professional Qualifications :</b> (Maximum of 5 certificates will be taken into consideration)</p> <p><b>Pre press Printer</b> Having followed, A training course of not less than 03 months 5 marks A training course of not less than 02 months 3 marks A training course of not less than 1 week 1 mark</p> <p>related to Pre-press printing from a recognized institution</p> <p><b>Offset Litho machine Operator</b> Having followed, A training course of not less than 12 months 5 marks A training course of not less than 06 months 3 marks A training course of not less than 03 months 1 mark</p> <p>related to Litho Printing Technology from a recognized institution</p>	25
<p><b>3. Additional Experience :</b> (Marks are provided for additional experience other than the experience under main qualifications for maximum of 20 years with 03 marks for each full year)</p>	60

<i>Main Scoring Headings</i>	<i>Maximum Scores</i>
<b>Pre-press Printer</b> For service experience in a post related to pre-press printing <span style="float: right;">60 marks</span>	
<b>Offset Litho Machine Operator</b> For service experience in a post related to pre-press printing <span style="float: right;">60 marks</span>	
<b>4. Skills shown at the interview</b>	<b>05</b>
<b>5. Total</b>	<b>100</b>

APPLICATION FOR LIMITED RECRUITMENT OF THE POSTS OF PRE-PRESS PRINTER AND OFFSET LITHO MACHINE OPERATOR - GRADE III,  
SERVICE CATEGORY OF PUBLIC MANAGEMENT TECHNICAL SEGMENT 3 IN THE DEPARTMENT OF CENSUS AND STATISTICS

1. Full Name : \_\_\_\_\_.
2. Name with initials :  
In Sinhala : \_\_\_\_\_.  
In English : \_\_\_\_\_.
3. Residence : \_\_\_\_\_.
4. Date of Birth : \_\_\_\_\_.
5. Age as at 28.09.2018 : Years : \_\_\_\_\_, Months : \_\_\_\_\_, Days : \_\_\_\_\_.
6. Sex : \_\_\_\_\_.
7. Civil Status : \_\_\_\_\_.
8. National Identity Card Number : \_\_\_\_\_.
9. Tele. No. : \_\_\_\_\_.
10. Citizenship : \_\_\_\_\_.
11. Educational Qualifications :

G. C. E. (O/L) :

Examination No. : \_\_\_\_\_.

Year of Examination : \_\_\_\_\_.

- |           |            |
|-----------|------------|
| I. ....   | VI. ....   |
| II. ....  | VII. ....  |
| III. .... | VIII. .... |
| IV. ....  | IX. ....   |
| V. ....   | X. ....    |

G. C. E. (A/L) :

Examination No. : \_\_\_\_\_.

Year of Examination : \_\_\_\_\_.

- |          |           |
|----------|-----------|
| I. ....  | III. .... |
| II. .... | IV. ....  |

12. Professional Qualifications :

<i>Name of the Course</i>	<i>Institution</i>	<i>NVQ Level</i>	<i>Time Duration</i>	<i>Valid Date</i>

13. Experience :

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

14. Other Qualifications : \_\_\_\_\_.

I do hereby certify that the information furnished by me in this application is true and correct. I am fully aware that if any of these particulars have been found false or incorrect, renders me as disqualified and that if found subsequently to the appointment I will be dismissed without any compensation.

\_\_\_\_\_,  
Signature of the Applicant.

Date : \_\_\_\_\_.

15. Attestation of the Signature :

I hereby certify that Mr./Mrs./Miss ..... who have signed above is personally known to me and that he/she put his/her signature before me.

\_\_\_\_\_,  
Signature of the Attesting Officer and the official stamp.

Date : \_\_\_\_\_.

Name : \_\_\_\_\_.

Designation : \_\_\_\_\_.

Address : \_\_\_\_\_.

16. When the applicant is employed in a government Department/Institution, the application shall be forwarded through the Head of the Department along with the certificate below :

I hereby certify that the above particulars given in 1-14 are true and accurate and that this officer possesses all the qualifications required to appear for the interview. If selected he/she can be/can't be released from the service.

\_\_\_\_\_,  
The signature of the Head of the Department.  
(the official stamp)

Date : \_\_\_\_\_.

Name : \_\_\_\_\_.

Designation : \_\_\_\_\_.

Address : \_\_\_\_\_.