



MINISTRY OF PLANTATION INDUSTRIES



RUBBER DEVELOPMENT DEPARTMENT

Open Competitive Examination for the Recruitment to the post of Rubber Development Officer (Departmental) in
the Monitoring Management Assistant Technical Officer Service Category, Class III of the
Rubber Development Department - 2018

Applications will be received from qualified Sri Lankan applicants (male/female) for the recruitment to the post of **Rubber Development Officer (Departmental)** in the Monitoring Management Assistant Technical Officer Service Category, Class III of the Rubber Development Department.

Nature of Duties - will involve field duties. These Rubber Development Officers will be deployed for rubber cultivation related duties in the rubber growing districts.

01. Educational Qualifications:

- Passed G.C.E. (O/Level) Examination in six (06) subjects in one sitting with Credit Passes for Sinhala / Tamil / English language, Maths and two other subjects.
and
- Passed GCE (A/Level) Examination in all subjects (except common general paper). Passing in 03 subjects in one sitting under the old syllabus will be sufficient
and
- Followed a course in Computer word processing / Typewriting - shorthand recognized by the Tertiary and Vocational Education Commission.

02. Professional Qualifications:

Obtained the two year Agricultural Diploma from an Institute approved by the Tertiary and Vocational Education Commission (should be completed as on the application calling date. Cannot apply on expecting results).

03. Physical qualifications:

Every applicant should physically and mentally be fit so as to serve in any area of the island as well as to discharge duties entrusted perfectly.

04. Other qualifications:

- Shall be a Sri Lankan citizen.
- Should possess an excellent character
- All the qualifications required for the recruitment to the post should have been completed in every way as on the date stated in the application calling date / gazette notification date.

05. Salary Method: MN 03 - 2016

Salary Scale: Rs. 31,040 - 10 x 445 - 11x660 - 10 x 730 - 10 x 750 - 57,550.

06. Age Limit : Minimum 18 yrs. - Maximum - 30 yrs.

07. Service Conditions:

- The post is permanent and pensionable. Applicants will be subject to policy decisions that may be taken by the Government on the Pensions Scheme in the future.
- Appointees to this post will be subject to a 03 year probation period.
- As per the Public Administration Circular No. 01/2014 and consequential circulars, applicant should acquire proficiency in a second official language other than the language medium of recruitment within 05 years of appointment to the post and those who were recruited on a non state official language should acquire the specified state official language proficiency within the probation period.
- This appointment will be subject to work procedure regulations of the Public Service Commission, establishment Code of the Democratic Socialist Republic of Sri Lanka, Government Financial Regulations and other Departmental Orders.
- All other rules and conditions will be effected as per the recruitment procedure.

08. Method of Recruitment:

- will be on the results of a written examination.
- The Chairman, National Plantation Management Institution retains the final decision with regard to the conducting of the Examination and issuing of results.

09. Conducting of the Examination:

- This examination will be conducted on a date determined by the Chairman of the National Plantation Management Institution (during 2018) and will only be held in Colombo.
- This examination will be conducted in Sinhala, Tamil and English mediums. The medium requested for will not be allowed to be changed later on.
- The candidates should answer all the question papers in one language.
- The candidates will be subject to the rules and regulations imposed by the Chairman of the National Plantation Management Institution in the conducting of the examination. Candidates will be subject to any punishment that will be decided upon by the Chairman, National Plantation Management Institution on an occasion of contravening the above rules and regulations.

10. Syllabus:

The Examinations will consist of two question papers.

Subjects	Time	Maximum Marks	Pass Marks
IQ Test	01 hour	100	40%
Technical Question Paper	03 hours	100	40%

The examination syllabus is stated below:

IQ Test:

This question paper is prepared so as to measure the general knowledge relevant to local and foreign information and the candidates logical thinking, his mind analytical conditions and measuring his decision taking ability. It will contain questions compatible to multiple choice method.

Technical Question Paper:

- General knowledge on plantation crops and agricultural cultivation.
- Simple understanding on the functions of the Rubber Development Department and the knowledge on the rubber growing field.

This question paper will check on the applicants knowledge in services rendered to the public by the Rubber Development Department and relief measures, environmental condition for rubber growing, soil, growing areas, soil conservation, planting of rubber, nursery control, planting materials, fertilizer, control of weeds, disease and insect control, methods of taping of trees, sheet rubber production, sheet rubber grading, knowledge on rubber planting and production and related simple knowledge on related statistics.

11. Examination Fee :

The Examination fee will be **Rs. 500.00**. This amount should be credited to the **Account No. 208100149027285** at the People's Bank, Battaramulla Branch, to be paid at any branch of the above bank, drawn in favour of the **"Director General, Rubber Development Department"** and the bank deposit slip received should be pasted firmly on the application at the space reserved for it (A photocopy of the receipt may be kept for any future reference). The name of the branch of the People's Bank where the above amount was paid, the amount paid and the date of payment should be stated on the place reserved for it in the application. The examination fee paid will not be refunded for any reason.

12. Method of Application :

- As per the specimen application contained herein, applicants using A4 (21 x 29 cm) paper, should prepare applications to include-
 - Paras 01 to 05 in the first page,
 - Paras 06 onwards in other pages and the relevant information should be written in own clear handwriting.
- The applicant's signature on the application should be attested by a Principal of a Government School, Justice of the Peace, Commissioner for Oaths, Lawyer, Notary Public, Commissioned Officer of the three armed forces or an Officer holding a Government Permanent post earning a consolidated monthly salary step of **Rs. 41,580/=** (as per the P.A.C. No. 03/2016 schedule I).
- Applicants already holding a Government post should submit applications through the respective Heads of Institutions.
- Applications that do not fulfil the qualifications contained in this notice will be rejected. Applicants shall make sure that the completed applications are in conformity with the specimen application contained in this notice. Applications that are not in conformity with the specimen application and incomplete applications will be rejected without any intimation. Keeping photocopy of the application may be useful for future reference.

12.5 Submission of false information:

Utmost care should be taken in filling the application forms accurately. Accordingly to the rules and regulations of this examination, an applicant's candidature can be cancelled if it is found that false information had been provided, before the examination, during the examination or after examination. If any information provided by a candidate is found at any time after appointment to be false, he will be dismissed from the state service. Issuance of an admission card should not be treated as that he has fulfilled qualifications to sit for the examination.

12.6 Completed applications for the examination should be sent by registered post addressed to:

**Director General,
Rubber Development Department,
No. 465,
Ganahena,
Battaramulla.**

to be received on or before **16.07.2018**. The cover containing the application should be marked the name of the examination and the post.

12.7 Admission Cards will be issued to applicants who have fulfilled the required qualifications as per the notice.

12.8 Issuing of Results:

The National Plantation Management Institution will forward the results sheet of the applicants who have passed the examination obtaining 40% or above marks for each subject of the examination, to the Director General. In addition, the National Plantation Management Institution will send a results sheet containing marks obtained to all those who sat for the examination, personally.

13. Identity

13.1 On the commencing date of the examination, applicants should submit the admission card with his signature attested, to the Chief Investigator at the Examination Centre.

13.2 Every candidate should prove his identity every subject at sits, to the entire satisfaction of the Chief Investigator.

for the purpose -

- The National Identity Card issued by the Department for Registration of Persons, or
- Valid passport, will be accepted.

13.3 The Director General of the Rubber Development Department retains the right to the final decision with regard to the holding or not holding the examination or making selections after conducting the examination. Also, the Director General of the Rubber Development Department retains the right to explain / decision making on any matter not provided for in this notice.

**Director General
Rubber Development Department,
No. 465,
Ganahena,
Battaramulla.**

011-2889447, 011 288 9446

Specimen Application

Open Competitive Examination for the recruitment to the Post of Rubber Development Officer (Departmental) in the Monitoring Management Assistant Technical Officer Service Category, Class III - 2018

(For Office use only)

01. Language Medium :

- Sinhala 2
Tamil 3
English 4

(write relevant number in the box)

02. Name

- Name with initials : Mr/Mrs/Miss:.....
(In English Capital Letters) i.e. - GUNAWARDHANA H.M.S.K.
- Name in full (in English Capital Letters):
- Name in full (in Sinhala / Tamil):.....

2.4 National Identity Card No.

03. 3.1 Permanent Address :.....
(In English Capital Letters):

3.2 Permanent Address :.....
(In Sinhala / Tamil)

3.3 Address to which admission cards should be sent:.....
(In English Capital Letters)

3.4 Telephone No. Mobile :.....
Home :

04. 4.1 Sex :
(✓ mark)
male female

4.2 Date of Birth:
Year Month Date

4.3 Age as on application closing date:
Years Months Days

05. 5.1 Administrative District where the applicant belongs to:

5.2 Divisional Secretariat Division :

5.3 Grama Niladhari Division :

06. Educational Qualifications :-

6.1 G.C.E. (O/Level) Examination Results:
year and month : Index No.

	Subject	Pass		Subject	Pass
01			06		
02			07		
03			08		
04			09		
05			10		

6.2 G.C.E. (A/Level) Examination results:
Year and month : Index No.....

	Subject	Pass
01		
02		
03		
04		

07. Professional qualifications:

Institute	Course Followed	Duration	Pass	Certificate No and Date

08. Computer Literacy :-.....

09. Other qualifications :-.....

10. Have you ever been convicted for any offence by a Court of Law?

Yes No.

(mark ✓ in relevant box) (If yes, state details)

11. Details of receipt for payment of examination fee:

I) Examination fee paid Bank :.....
Branch :

II) Date of payment :..... Amount paid :.....

III) **Affix firmly here the Bank remittance slip)**

12. Applicant's Declaration:

a) I do hereby declare that the details stated in the application by me are true and accurate to the best of my knowledge. I agree to bear any loss that may occur for incompleting any or several facts or inaccurately completing such facts. Further, I state that all the sections herein are completed accurately. I agree to abide by all the conditions of the examination. Further, I am aware that I shall be bound by the decision taken by the Chairman, National Plantation Management Institution with regard to the rules and regulations and issuing of the results with regard to the conducting of the examination.

b) I am fully aware that I shall be subject to be declared unsuitable for appointment to the post if this declaration is proved to be false and termination of employment if found after the appointment is made.

Date :.....
Applicant's Signature

13. Attestation of Applicant's Signature

I do hereby certify that the applicant Mr / Mrs / Ms.
..... is personally known to me and that He / She placed His / Her signature in my presence.

Date:.....
Signature of Attesting Officer

Name in full of Attesting Officer :-.....

Designation :-.....

Address :-.....

(Confirmed with official seal)

14. Certification by the Head of Institution:

I do hereby certify that the applicant Mr / Mrs / Ms
..... is working at the
..... office and that his / her service is satisfactory, has paid the relevant examination fee and the relevant receipt is attached herewith and that, if selected for the post, He / She can be released / cannot be released from the present post and that the details stated above are true and accurate.

Date:
Signature of Head of Institution

Name in full of Certifying Officer :

Designation :

Address :