

YATINUWARA PRADESHIYA SABHA

Filling the Vacancies in the Government Service of Central Province

APPLICATIONS are hereby invited from among those persons who are permanent residents of the Yatinuwara Pradeshiya Sabha, who possess under mentioned qualifications in order to recruit to the under mentioned vacant posts in the Yatinuwara Pradeshiya Sabha.

Category of Service : Primary Skilled  
Name of the Post : Vehicle Driver  
Salary Code : PL-03-2016  
Salary Scale : Rs. 25,790 -10x270 -10x300 -10x330 - 12x350 - Rs. 38,990  
Number of Vacancies : 02

*Method of Recruitment.* – Recruitment Ratio.

<i>System</i>	<i>Percentage</i>
Open	70%
Limited	30%

*Open Recruitment.* – Grade of Recruitment : Grade III.

*Qualifications :*

*Educational Qualifications.* – Should have passed minimum 06 subjects in not more than two sittings in the General Certificate of Education. Ordinary Level Examination with 02 Credit passes and passed 05 subjects in one and same sitting.

*Professional Qualifications.* – Possession of a Class A or Class B Driving License, issued by the Commissioner General of Motor Traffic before the date of recruitment. In addition to that possession of Level 4 of the National Vocational Qualification (NVQ - 4) on machine operating training, issued by a Government recognized institution.

*Experience.* – Should possess minimum 03 years experience as a driver after obtaining driving license. (proven through certificates)

*Physical Qualifications :*

- (i) Should possess a sound physical and moral condition to serve in day and night with good eyes sight.
- (ii) Minimum height should be 05 feet and 2 1/2 inches.

*Other Qualifications :*

- (i) Applicant should be a citizen of Sri Lanka by descent or by registration,
- (ii) Applicants should permanent residents of the authority areas of the Pradeshiya Sabha and should establish a period of minimum 03 years permanent residency.
- (iii) Should possess a fair knowledge on Highway Code.
- (iv) All the qualifications required for the recruitment should be completed at the closing date of application mentioned in the *Gazette* notification.

*Age.* – Age limits is not less than 18 years and not more than 45 years.

*Method of Recruitment.* – The recruitment will be made according to the merit order of the achievement of competency skills in a trade test, among those who scored highest marks in the written examination, who possess all qualifications required.

*Written Examination :*

<i>Question Paper</i>	<i>Time Duration</i>	<i>Total Marks</i>	<i>Minimum marks required for Total marks</i>
1. Highway Code and basic knoweldge in motor mechanism	01 hour	100	40%
2. Basic knoweldge in motor mechanism	01 hour	100	20%

Two question papers should be answered in favour of the competitive examination by the medium of instruction or an official language.

Minimum fourty percent (40%) of the total marks should be obtainable for a pass in each subject.

<i>Name of Question Paper</i>	<i>Syllabus</i>
01. Highway Code and basic knoweldge in motor mechanism	A multiple choice question paper on basic knoweldge in highway code and motor mechanism
02. Basic knoweldge in motor mechanism	A multiple choice question paper on basic knoweldge in motor mechanism

*Trade Test :*

<i>Testing heads for marks</i>	<i>Maximum marks</i>	<i>Minimum Marks obtainable for a pass</i>
1. Driving skills/Motor operating skills	40	Those who scored 40% or more out of the total marks in the written examination shall appear for the trade test conducted by a board of examiners assessing the competencies of vehicle driving. The selection will be made on merit among those who qualified and scrutinizing after all qualifications required.
2. Practical knoweldge in highway code	40	
Basic knoweldge in motor mechanism	20	
Total Marks	100	

*Limited Recruitment.*– It is applicable to the permanent employees those who possess basic qualifications presently serving in this Local Government Institution.

*Recruitment to :* Grade III.

*Qualifications :*

*Educational Qualifications.*– Should have passed minimum 06 subjects in not more than two sittings in the General Certificate of Education Ordinary Level Examination with 02 Credit passes and passed 05 subjects in one and same sitting.

*Professional Qualifications.*– Possession of a Class A or Class B Driving License, issued by the Commissioner General of Motor Traffic, minimum 03 years before the date of recruitment. In addition to that possession of Level 4 of the National Vocational Qualification (NVQ - 4) on machine operating training, issued by a Government recognized institution.

*Experience.*– Should possess minimum 03 years experience as a driver after obtaining driving license. (proven through certificates)

*Physical Qualifications :*

- (i) Should possess a sound physical and moral condition to serve in day and night with god eyes sight.
- (ii) Minimum height should be 05 feet and 2 1/2 inches.

*Other Qualifications :*

- (i) Applicant should be a citizen of Sri Lanka by descent or by registration,
- (ii) Applicants should permanent residents of the authority areas of the Pradeshiya Sabha and should establish a period of minimum 03 years permanent residency.
- (iii) Should possess a fair knowledge on Highway Code.
- (iv) All the qualifications required for the recruitment should be completed at the closing date of application mentioned in the *Gazette* notification.

*Age.*- Age limits is not less than 18 years and not more than 45 years.

*Method of Recruitment.*- Those who are qualifying in the interview checking physical, moral, educational and general qualifications along with the result of the structural interview should be succeeded in a trade test conducted by a Motor Traffic Inspector.

*Structural Examination :*

<i>Testing heads for marks</i>	<i>Maximum marks</i>	<i>Minimum Marks obtainable for a pass</i>
1. Driving skills/Motor operating skills	40	Those who scored 40% or more out of the total marks in the written examination shall appear for the trade test conducted by a board of examiners assessing the competencies of vehicle driving. The selection will be made on merit among those who qualified and scrutinizing after all qualifications required.
2. Practical knoweldge in highway code	40	
Basic knoweldge in motor mechanism	20	
Total Marks	100	

The under mentioned "General Matters" shall be applicable to these posts.

- Category of Service : Primary - Unskilled
- Salary Code : PL 01-2016
- Salary Scale : Rs. 24,250 -10x250 -10x270 - 10x300 - 12x330 - Rs. 36,410.

<i>Serial No.</i>	<i>Name of the Post</i>	<i>Number of Vacancies</i>
	Library Attendant	
	Water Service Labourer	
	Crematorium Helper	
	Work/Field Labourer	
	Sanitary Labourer	

*Ratio of Recruitment :*

<i>Field</i>	<i>Percentage</i>
Open	100%
Limited	Not applicable
Skills	Not applicable

Recruitment Grade : Grade III.

*Qualifications :*

*Educational Qualifications.*- Should have passed minimum 06 subjects in not more than two sittings in the General Certificate of Education Ordinary Level Examination with 02 Credit passes and passed 05 subjects in one and same sitting.

In case of applications not received for the posts Work/Field Labourers and Sanitary Labourers with required qualifications mentioned herein, passing Grade 5 is considered as the minimum qualifications.

*Physical Qualifications.*– Should possess a sound physical and health condition to serve in day and night with good eye sight. Should have a good physical condition to serve any part of the Island.

*Method of Recruitment.*– Recruitment will be made on merit basis, marks scored in a structural interview among qualified applicants. Written examination or trade test will not be applicable.

*Structural Interview :*

<i>Main Fields carry marks</i>	<i>Maximum marks 100</i>	<i>Minimum marks obtainable for a pass</i>
Additional Educational Qualifications	40	Not applicable. Applicant scored highest marks will be selected for the posts
Experience	55	
Skills seen in the Interview	05	
Total Marks	100	

*General Matters :*

*Other Qualifications Required :*

1. Age limits is not less than 18 years and not more than 45 years. The upper age limit will not applicable those who are presently employed permanently.
2. Applicant should be a citizen of Sri Lanka by descent or by registration.
3. Should establish a period of minimum 03 years permanent residency within the jurisdiction of Yatinuwara Pradeshiya Sabha. (It should be confirmed by the Election Register or a certificate issued by the Divisional Secretary).
4. Should possess an excellent moral character and physical fitness.
5. Should not have been convicted by a Court of Law under Penal Code.
6. Special attention will be given to those who serve in this Council as a permanent, temporary, casual, substitute or contract basis.
7. Applicants shall possess minimum qualifications mentioned above.

03. *Terms of Employment :*

- (i) These posts are permanent and pensionable.
- (ii) The appointments are subjected to serve a period of probation for 03 years.
- (iii) In addition to the terms and conditions of this recruitment, appointees should comply with regulations of Establishment Code, the Financial Regulations and orders that may be laid down by the Departments.

Copies of under mentioned documents should be enclosed with application :

- (i) Certificate of Birth,
- (ii) Certificates of Educational Qualifications,
- (iii) Two recent character certificates,
- (iv) Certificate of residence, recently issued by the Grama Niladhari,
- (v) Qualification certificates,
- (vi) Experience certificates.

*Method of Application.*– Applications prepared according to the specimen given below, should be sent under Registered cover, to The Secretary, Yatinuwara Pradeshiya Sabha, Embilmeegama, Pilimathalawa, on or before

15th day of October, 2018. The post applied should be marked clearly on the top left hand corner of the envelope enclosing the application. Incomplete and applications will be rejected.

The Secretary to the Yatinuwara Pradeshiya Sabha reserves all such powers to delay or alter such recruitment or cancel the notification after calling application or during such process.

In the event of any inconsistency in the Tamil and English translations, the Sinhala versions shall prevail.

W. A. L. T. JAYARATNE,  
 Secretary,  
 Yatinuwara Pradeshiya Sabha.

Yatinuwara Pradeshiya Sabha,  
 September, 2018.

YATINUWARA PRADESHIYA SABHA

RECRUITMENT TO THE POST OF .....

- 01. Name of the applicant with Initials : \_\_\_\_\_.
- 02. Names denoted by Initials : \_\_\_\_\_.
- 03. Permanent Address : \_\_\_\_\_.
- 04. Sex : Male/Female : \_\_\_\_\_.
- 05. Date of Birth : Year : \_\_\_\_\_, Month : \_\_\_\_\_, Day : \_\_\_\_\_.
- 06. Are you a citizen of Sri Lanka ? If so, descent or by registration ? : \_\_\_\_\_.
- 07. Educational Qualifications :
  - (i) G. C. E. O/L Examination : \_\_\_\_\_.
  - Year passed : \_\_\_\_\_, Index Number : \_\_\_\_\_.

<i>Subject</i>	<i>Pass</i>	<i>Subject</i>	<i>Pass</i>

- Other Educational Qualifications : \_\_\_\_\_.
- 08. Professional Qualifications : \_\_\_\_\_.
- 09. Experience :
  - (i) Present service station : \_\_\_\_\_.
  - (ii) Post held : \_\_\_\_\_.
  - (iii) Date of appointment to the post : \_\_\_\_\_.
  - (iv) Previous post held : \_\_\_\_\_.

I do hereby declare that the particulars furnished by me in this application are true and correct to the best of my knoweldge. I am aware that I am liable to be disqualify before the appointment if the information furnished by me are found to be false and I am liable to dismiss without any compensation if it is detected after selection to the post.

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

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