

Open Competitive Examination for recruitment to the post of Tax officers in Class 3 Grade II of Provincial Revenue Service in Central Provincial Public Service - 2018

Applications are hereby called from the candidates of either sex who resides within central province and having completed the qualifications specified in this notification as at 28.12.2018 for recruitment of 04 posts of Tax officers in Class 3 Grade II of Provincial Revenue Service in Central Provincial Public Service.

01. Qualifications

1.1 General qualifications

- 1.1.1 Shall be a citizen of Sri Lanka
- 1.1.2 Shall be of excellent character
- 1.1.3 Should possess a permanent residence of not less than 03 years within Central Province immediately preceding closing date of applications
- 1.1.4 Should possess the adequate physical and mental fitness required to serve in any area of Central Province and discharge duties of the post
- 1.1.5 Shall be not less than 18 years and not more than 35 years of age on the closing date of applications (accordingly, only those who were born on or before 28.12.2000 or born on or after 28.12.1983 are eligible to apply for this post, and the maximum age limit is inapplicable to those already in Public/ Provincial Public Service)

1.2 Educational Qualifications

- 1.2.1 Graduates or Attorney at Law of a recognized University in Sri Lanka
Or
- 1.2.2 Qualified in Intermediate Examination of Chartered Accountants in Sri Lanka, or Intermediate Examination in Accountancy or Commerce or Management conducted by a Government Higher Technological Institute, or passing of Parts I, II, III of CIMA Examination (United Kingdom) or any equivalent examination.
- 1.2.3 Should be an officer in clerical or parallel service (Provincial Public Management Assistant Service) under Provincial Public Service as at closing date of application with possessing of 10 years of satisfactory service, being confirmed in service.

02. Salary scale

The post of Tax Officer in Central Provincial Public Service is entitled for the salary scale of MN 5 -2016 as shown below

Rs. 34,605 - 10 x 660- 11 x 755- 15 x 930- Rs. 63, 460/-

(Salary will be paid under the provisions in Public Administration Circular No. 03/2016)

03. Conditions of employment:-

- 3.1 This post is permanent and pensionable. You shall be subjected to a policy decision taken by the government in future in respect of the pension scheme entitled to you.
- 3.2 if the selected candidates are currently not in Public Service, they will be subjected to probation for a period of 03 years.
- 3.3 If a Permanent and Pensionable Officer already in the Public / Provincial Public Service is selected this post, his / her appointment will be subjected to an acting period of one year.
- 3.4 The candidates appointed for this post shall have passed eligibility test as prescribed in appendix (a) (2) of the Minute of Central Provincial Revenue Service as to confirm in the post and officers who have passed in the eligibility test will be confirmed in the posts at the end of the period of probation subject to the provisions of the Establishments Code.
- 3.5 The appointment is subject to the provisions of Public Administration Circulars 01/2014 and consequent circulars regarding the Implementation of Official Language Policy

04. Mode of Selection

100% of the vacancies shall be filled from open basis. Eligible candidates will be called for an Interview on merit based on the result of the competitive examination conducted by the Commissioner General of Examinations and appointed to Class 3 Grade II of Provincial Revenue Service in Central Provincial Public Service as per conditions in P.A. Circular 15/90.

05. Method of application

- 5.1. A non-refundable examination fee of Rs. 600 should be credited to the Central Provincial Chief Secretary's revenue head 20-03-02-13. This fee could be paid to any Divisional Secretary Office in Central Province and the receipt issued (receipt in blue colour) should be firmly affixed to the application. The application without receipt will be rejected. The paid examination fee will not be refunded under any circumstances.
- 5.2. Applications should be prepared in accordance with the specimen application form at the end of this notification. Duly perfected applications should be posted under registered cover, to reach the Secretary, Central Provincial Public Service Commission, No. 244, Katugastota Road, Kandy, on or before 28.12.2018. The caption "**Open Competitive Examination for recruitment to the post of Tax Officers - 2018**" and the Code number of the permanent district should be indicated on the top left hand corner of the envelope enclosing the application. Applications not conform to specimen, incomplete and for which Examination fee is not paid by the due date will be rejected without any notice. No complain will be taken into consideration in relation to losing an application in posting or being late.

06. Examination medium

The examination will be held in Sinhala, Tamil and English medium, medium applied for the examination should be indicated clearly in the application and not allowed to change the medium later

07. Examination Center

Commissioner General of Examinations will notify the examination center in the admission card

08. Identity of the candidates

Candidates will be required to prove their identity at the examination hall to the satisfaction of the supervisor. For this purpose any of the following documents will be accepted.

- I. An identity card issued by the Department for Registration of Persons.
- II. A valid passport.
- III. A valid driving license

09. Syllabus:

One question paper on General Intelligence and Aptitude test
(Time 01 ½ hours, Total marks - 100)

This paper consists of 02 parts, each parts carries 50 marks. The first part on Aptitude test, should answer the first part within first 45 minutes and handed over. The second part of General Intelligence should be answered within the next 45 minutes. A minimum of 40% marks should be obtained for General Intelligence and Aptitude test.

10. Instruction on Application :

A specimen of the application for this examination is appended to the end of this notification. When preparing the application form, the title of the examination appearing in the specimen should be indicated in English Language as well, on both Sinhala and Tamil application forms. The application should accordingly be prepared only on A4 size paper using both sides of the paper, so as paragraphs 01 to 04 in the first page, paragraphs 05 to 08 in the second page, and the rest in other pages of the application. Applicant should refer following codes for filling the application. Applications not in accordance with the specimen and incomplete applications will be rejected without notice.

10.1.Code numbers of District apply where applicant permanently reside

Kandy	-	01
Matale	-	02
Nuwara Eliya	-	03

10.2.The signature of the applicant should be attested by a Principal of a Government School, Justice of the peace, Commissioner of Oaths, Notary Public, Attorney-at-Law or a Staff Grade officer in the Public or Provincial Public Service drawing an annual salary of Rs.240,360 or above

10.3. Any particulars mentioned in the application sent by you found to be false or inaccurate before the recruitment, your candidature will be cancelled. If it is revealed that any of the particulars, a candidate has furnished is false and has been furnished deliberately knowing it is false, or else he has deliberately suppressed any important fact, he/she may be liable to be dismissed from service.

10.4. Applicants who are already in the Public/ Provincial Public Service should forward the applications through the Head of Department. The applicants must get his/her signature attested in advance by the Head of Department or by an officer authorized to do so on his behalf

10.5. Every candidate must get his signature attested in advance and hand over the admission card to the supervisor on the day of the examination. An applicant who fails to produce his/her admission card will not be permitted to sit the examination.

11. Issuing of an admission card

11.1. A notice will be published in the newspapers by the Department of Examination as soon as admission cards are issued to applicants. If the admission card is not received even after 2 or 3 days of such an advertisement, step shall be taken to notify the Organizations and Foreign Examination Branch of Department of Examinations in the manner specified in the advertisement. When informing, the name of the examination applied for, full name, address and NIC number of the candidate shall be indicated. Further it would be advisable to keep a copy of the application, copy of the receipt relevant to payment of examination fee and the receipt of registration of the application to prove any information requested by the Department of Examinations.

11.2. The issuing of an admission card to a candidate does not necessarily mean that he/she has the required qualifications to sit the examination or to appoint to the post. Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examinations for the purpose of conducting examinations. He/ She shall be liable to be subjected to any punishment imposed by Commissioner General of Examinations for violation of these rules and regulations.

11.3. Issuance of Results

The list of results comprised of the names of successful candidates who scored not less than 40% marks as per para 09 of this notification, will be sent to the Secretary to Central Provincial Public Service Commission. The Department of Examinations may communicate the results personally to all candidates who sat the examination, by post or, will take action to publish results in the official website www.results.exams.gov.lk.

12. The Central Provincial Public Service Commission will make the final decision of any matter not covered by these regulations and decision on conducting or not conducting the examination, filling the vacancies, leave them vacant or filling a portion of vacancies.

13. The date of the examination will be notified in due time by the Commissioner General of Examinations.
14. In the event of any inconsistency between the Sinhala, Tamil and English text of this notification, the Sinhala text shall prevail as the accurate text.

L.A. Sujatha Wijesinghe,
Secretary,
Public Service Commission,
Central Provincial Council.

26th November 2018
Central Provincial Public Service Commission
No. 244, Katugastota Road
Kandy