

**PRADESHIYA SABHA ANAMADUWA**

APPLICATIONS are invited from permanent Sri Lankan citizens who have fulfilled prescribed qualifications and resided within the area of authority of Pradeshiya Sabha Anamaduwa for a period of more than three years for recruitment to the following vacant posts in the Pradeshiya Sabha, Anamaduwa.

Serial No.	Name of the Post and the Grade	Number of Posts	Salary Scale	Educational Qualifications, other qualifications and Experience
01	Heavy Vehicle Operator - III (for Motor Grader)	01	Rs. 25,790 -10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,990 (in terms of Circular No. 3/2016) Salary Code PL-03-2016	<p><b>01. Educational Qualifications :</b></p> <p><i>For External candidates :</i></p> <p>(a) Should have passed at least 06 subjects with credits for at least two subjects at the G. C. E. (O/L) Examination in not more than two sittings (Other than optional subjects). Should have passed at least 05 subjects in one sitting.</p> <p><i>For internal candidates :</i></p> <p>(b) Applicants those who already employed in a permanent post in Provincial Public Service (entitled to the salary scale of PL1, PL 2) should have passed grade) 8 year (9 from a school approved by the government)</p> <p>(c) The educational qualifications specified in the recruitment procedure for the time being will be applicable personally only for the employees recruited on the basis of casual/substituted/contract.</p> <p><b>02. Technical Skills.</b>— Should have obtained a proficiency certificate (Grade A License) issued by the Commissioner of Motor Traffic for driving Heavy Motor Vehicles and Heavy Trailers heavier than 34 hundreds and buses which could carry more than 32 passengers. Special preference will be given for additional qualifications.</p> <p><b>03. Experience.</b>— Should have at least 03 years experience. (experience should be confirmed by certificates of service)</p>
02	Electrician III	01	Rs. 25,250 -10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,450 in terms of Circular No. 3/2016 Salary Code PL-02-2016	<p><b>01. Educational Qualifications :</b></p> <p>(a) <i>For external candidates.</i>— Should have passed at least two subjects at G. C. E. (O/L) Examination. (Other than optional subjects).</p>

Serial No.	Name of the Post and the Grade	Number of Posts	Salary Scale	Educational Qualifications, other qualifications and Experience
				<p>(b) <i>For internal candidates.</i> – Applicants those who already employed in a permanent post in Provincial Public Service at Pradeshiya Sabha Anamaduwa should have passed grade 8 year (9) from a school approved by the government.</p> <p>02. <i>Technical Skills.</i> – Should have obtained a proficiency certificate in Electrical skill at the level of N. V. Q. 02 or 03 issued by an Technical College recognized by the Government or National Vocational Training Institute or an institute recognized by the Tertiary Education Institute.</p> <p>03. <i>Experience.</i> – 02 year experience as an Electrician (Experience should be confirmed by certificates of service)</p>
03	Tube Well pump Technician - III	01	2016 Rs. 25,250 -10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,450 in terms of Circular No. 3/2016 Salary Code PL-02-2016	<p>01. <i>Educational Qualifications :</i> <i>For external candidates.</i> – Should have passed at least two subjects at G. C. E. (O/L) Examination. (Other than optional subjects). <i>For internal candidates.</i> – Applicants those who already employed in a permanent post in Provincial Public Service at Pradeshiya Sabha Anamaduwa should have passed Grade 8 Year (9) from a school approved by the government.</p> <p>02. <i>Technical Skills.</i> – Should have obtained a proficiency certificate in Tube Well Pumping Technology at the level of N. V. Q. 02 or 03 issued by an Technical College recognized by the Government or National Vocational Training Institute or an institute recognized by the Tertiary Education Institute.</p> <p>03. <i>Experince.</i> – 02 year experience in Tube Well Pumping Technology (Experience should be confirmed by certificates of service)</p>
04	Health Labour - III	02	Rs. 24,250 -10x250 - 10x270 - 10x300 - 12x330 - Rs. 36,410 in terms of Circular No. 3/2016 Salary Code PL-01-2016	<p>(a) <i>For external candidates.</i> – Should have passed at least two subjects at G. C. E. (O/L) Examination (Other than optional subjects)</p> <p>(b) <i>For internal Candidates.</i> – The Educational Qualifications specified to the recruitment procedure for the time being will be applicable personally only for the employees recruited on the basis of casual/substituted/ contract.</p>

Serial No.	Name of the Post and the Grade	Number of Posts	Salary Scale	Educational Qualifications, other qualifications and Experience
05	Working/Field Labour III	06	Rs. 24,250 -10x250 - 10x270 - 10x300 - 12x330 - Rs. 36,410 in terms of Circular No. 3/2016 Salary Code PL-01-2016	(a) For external candidates.– The Educational Qualifications specified to the recruitment procedure for the time being will be applicable personally only for the employees recruited on the basis of casual/substituted/ contract.  (b) For Internal Candidates.– Should have passed Grade 8 (year 9) from a school approved by the government.

*Other Qualifications required :*

- (i) Candidates should be a Sri Lankan Citizens.
- (ii) Candidates should be permanent residents of the area of authority of Pradeshiya Sabha Anamaduwa for a period of immediate previous 03 years as at the closing date of applications. (Permanent residency should be confirmed by a certificate issued by the Grama Niladhari which is countersigned by the Divisional Secretary).
- (iii) Should have an excellent character and should be in good health.
- (iv) Candidates should not be less than 18 years of age and not more than 45 of age as on the closing date of applications.
- (v) Should not have been convicted before a court of law under Penal Code.
- (vi) If the applicant is already employed in a permanent post in Public/Provincial Public Service or on the basis of casual/substituted/temporary service at the date on which this recruitment procedure was approved by the Hon. Governor of the North Western Province the age limit will not be applicable for such candidates and he/she should not have been punished other than warned during the immediate previous 05 years and all the salary increments should have been earned during this period of immediate previous 05 years.

*Terms of Service :*

- (i) This post is permanent. Pensionable.
- (ii) Contributions should be made to the widow and orphans Scheme.
- (iii) The appointment is subject to 3 year probation period.
- (iv) All the employees should be abide by the regulations of Establishment Code, Departmental Orders of the Government and other regulations stipulated by the North Western Provincial Council or the North Western Provincial Public Service Commission issued from time to time other than the conditions given this recruitment procedure and regulations.

*Method of Recruitment.*– Applications prepared in 12"x8" size paper in accordance with the specimen form given hereto should be duly perfected and sent over registred post or hand delivered to reach the "Secretary, Pradeshiya Sabha, Anamaduwa" on or before 20.12.2018. The post applied should be written at the top left hand corner of the envelope in which the application is enclosed. Application received after the closing date and imperfect applications will be rejected. Candidates those who are already employed in Public/Provincial Public service should send their applications through their head of the institute.

Certified copies of the following certificates should be annexed to the application :

- (i) Certificate of Birth.
- (ii) Certificate of Education.
- (iii) Technical Skills, proficiency and certificates of experience (for PL 3 and PL 2 posts).
- (iv) Copy of National Identity Card or copy of valid Driving License.
- (v) Certificate of permanent residency (Certificate of Grama Niladhari counter signed by the Divisional Secretary).
- (vi) Candidates who apply for the post of Heavy Vehicle Operator (Motor Grader Operator) should have 03 years experience as a Heavy Vehicle Operator and candidates those apply for the posts of Electricity Technician, Tube Well Pump Technician should have two year experience. (Experience should be confirmed by certificates of service).
- (vii) Two certificates of character recently obtained.

*Method of Recruitment :*

01. Candidates those who have fulfilled prescribed qualifications will only be recruited upon the result of an interview. (Qualified candidates those who fulfill the requirements of the post of Heavy Vehicle Operator will be subjected to an oral test on vehicle maintenance and traffic rules and for a practical test of operating Heavy Vehicles).
02. The Secretary to the Pradeshiya Sabha, Anamaduwa reserves the absolute power to delay, alter or cancel this notification while or after these applications are invited.

L. M. C. S. N. K. GALABADAGAMA,  
Secretary,  
Pradeshiya Sabha, Anamaduwa.

At the Head Office of Pradeshiya Sabha, Anamaduwa,  
16th November, 2018.

### **Specimen Application**

APPLICATION FOR THE POST OF ..... IN THE PRADESHIYA SABHA ANAMADUWA

01. (a) Name : \_\_\_\_\_.  
(b) Name denoted by the initials : \_\_\_\_\_.
02. Permanent Address : \_\_\_\_\_.
03. District : \_\_\_\_\_ . Divisional Secretariat Division : \_\_\_\_\_.
04. Date of Birth : Year : \_\_\_\_\_ . Month : \_\_\_\_\_ . Date : \_\_\_\_\_.
05. National Identity Card : \_\_\_\_\_.
06. Telephone Number : \_\_\_\_\_.
07. Gender : \_\_\_\_\_.

08. Age as on ..... 2018 :  
 Years :..... Months :..... Days :.....

09. Marital Status :.....

10. Are you Sri Lankan ? :.....

11. Educational Qualifications :  
 I. Year/Grade passed :.....  
 II. G. C. E. (O/L) Examination :  
 Index Number :.....  
 Year and month in which the exam held :.....  
 Subjects passed :

<i>Subject</i>	<i>Grade</i>

<i>Subject</i>	<i>Grade</i>

12. Professional Qualifications (Should be confirmed by certificates) :.....

13. Service experience :.....

14. Additional Qualifications :.....

15. Have you ever been convicted before a Court of Law ? :.....

If so give reasons :.....

I hereby declare that the particulars furnished by me in this application are true and correct to the best of my knowledge. I am aware that if these particulars are found to be false before I am selected to this post I will be disqualified and if found after I am selected I will be dismissed from the service without any compensation.

\_\_\_\_\_  
 Signature of the applicant.

Date :.....

*Certificate of the Head of the Institute for the applicants those who already employed in Public Service :*

I hereby certify that the above candidates, Mr./Mrs./Ms ..... is employed in this office as a ..... if he/she is selected for the above post he/she can/cannot be released from the service. He/She has not been subject to any disciplinary punishment within the immediate previous 5 years and the application submitted by him/her is hereby recommended/not recommended and forwarded.

\_\_\_\_\_  
 Signature of the Head of the Institute.

Date :.....